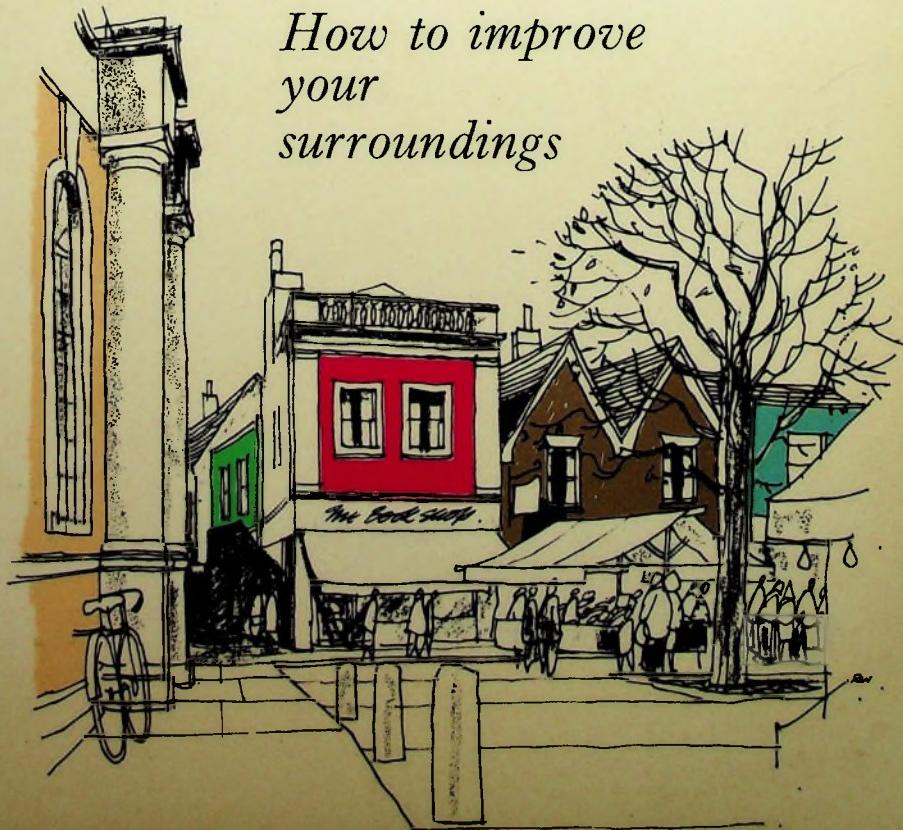
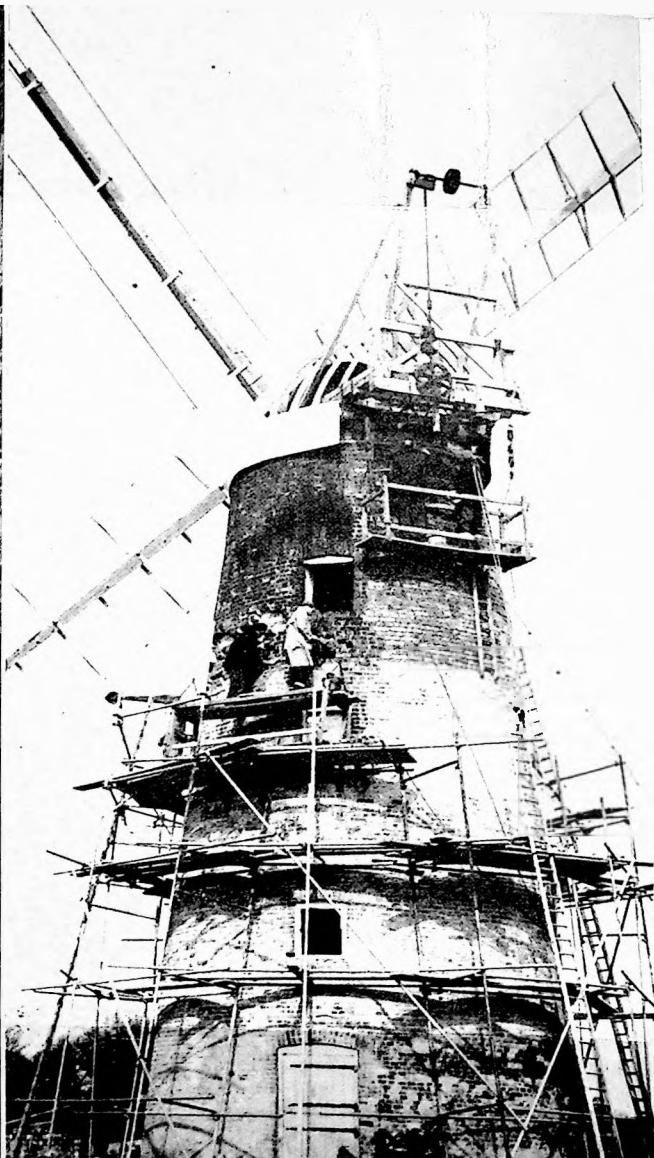


CIVIC TRUST

Pride of Place

*How to improve
your
surroundings*

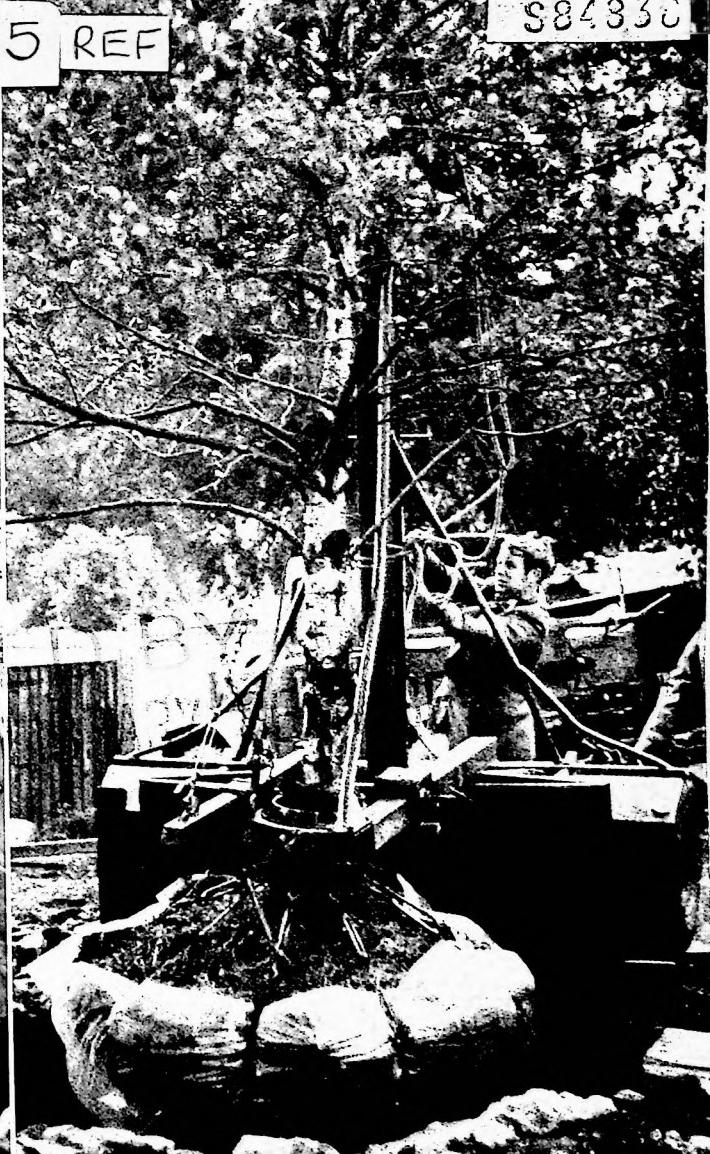




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Founded in 1957, the Trust is a recognised charity supported by voluntary contributions. Its object is to improve the appearance of town and country. Four Associate Trusts are now linked with it in Scotland, Wales, the North West and the North East. It has initiated hundreds of schemes to brighten and tidy up drab streets. It has promoted new techniques for moving semi-mature trees as part of a wider campaign to plant more trees. It stimulates voluntary action to remove眼ores which mar town and countryside. It makes Awards annually for good development of all kinds. By conferences, projects and reports, it focuses attention on major issues in town planning and architecture. Its proposals led to the creation of the Lee Valley Regional Park Authority. It was closely associated with the drafting of the Civic Amenities Act 1967. It has put forward plans for alleviating the damage and disruption caused by heavy lorries. It gives support and advice to over 1,000 local amenity societies throughout Britain. At the request of the Government, it is providing the United Kingdom Secretariat for European Architectural Heritage Year 1975.

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Pride of Place

*a manual for those wishing
to improve their surroundings*

(Second Edition)

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Acknowledgements

This book embraces work, over a dozen years, done by successive generations of Civic Trust staff. To all these we are grateful. Among those to whom a special word of thanks is due are Mr Ian Abbott, who first began the task of assembling material for this volume, and Mr Roy Worskett, for the text and drawings of the chapter on exterior decoration. Of present Trust staff, Miss Laura Hicks and Mr Arthur Percival were responsible for the important Bibliography; Mr Victor Rose put in much work on the illustrations and production.

Grateful acknowledgement is made below to the many organisations and individuals who have assisted by making illustrational material available.

No publication of this kind can cover as many aspects of its subject as one would like; nor, in spite of repeated checking and rechecking, can it probably hope totally to avoid errors and inaccuracies in some of its details. The Trust would be grateful to any reader kind enough to draw our attention to any particular weaknesses and flaws which become apparent. These we shall seek to correct in any future editions.

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Introduction

by the President of the Civic Trust

During the past ten years countless improvement schemes of all kinds have been undertaken in towns and villages up and down the country. These have been carried out by local authorities, civic societies and private citizens, sometimes working together and sometimes independently.

Buildings have been scrubbed, whole streets have been painted, trees planted, gardens created out of wilderness, rivers and canals cleaned up, obtrusive advertisements removed, and eyesores of all kinds eliminated. Abandoned vehicles have been cleared away, street parking has been reduced and pedestrian precincts established.

A good start has thus been made in many places. But much more remains to be done.

'Pride of Place' brings together, in a very readable form, the ideas and practical experience which have been accumulated over the past decade; and it provides invaluable advice for all who wish to improve the appearance and quality of the places in which they live and work.

I hope it will stimulate people to take a more critical look at their surroundings and point the way to practical action.

Duncan Sandy

Note for Scottish readers

Legislative and similar references in this book relate primarily to England and Wales. In Scotland, the position is usually, but not invariably, similar although powers and responsibilities derive from different Acts of Parliament. In order to avoid making each and every such reference unduly cumbersome, a system of asterisks and 'daggers' has been adopted to clarify the position for Scottish readers.

* References to the Secretary of State for the Environment and/or to the Department of the Environment, where marked *, relate also to the Secretary of State for Scotland and/or to the Scottish Development Department.

† Where marked †, references to the Town and Country Planning Act 1971—which consolidated earlier planning legislation in England and Wales—relate also to the Town and Country Planning (Scotland) Act 1972.

‡ Where marked ‡, references to the Housing Act 1969 should be taken also as references to the Housing (Scotland) Act 1969.

The Countryside (Scotland) Act 1967 and the Countryside Act 1968 relate similarly; reference to the latter should be taken to include the former unless otherwise stated.

Any reference to the Regional Controller (Roads and Transportation), Department of the Environment, should be read as Chief Road Engineer of the Scottish Development Department. County Boroughs and Municipal Boroughs may be taken to refer to Large Burghs and Burghs.

For details of the equivalent Scottish legislation, circulars, etc. (additional to the information given in the Bibliography on p. 107), enquiries should be addressed to the Scottish Development Department, Scottish Office, St. Andrew's House, Edinburgh, or to the Scottish Civic Trust.

What can be done

The Background

In 1959 an improvement scheme was carried out in Magdalen Street, Norwich, which became world famous. Under the guidance of the Civic Trust some 80 property owners and occupiers combined to give their street a new lease of life. Their efforts were reinforced by the Local Authority, the Ministry of Transport, the local bus company and a team of architects and designers. The good points of the street were emphasised, the bad *camouflaged*; unnecessary clutter was eliminated, buildings redecorated to an overall scheme.

The result was startling. When Magdalen Street was chosen for the experiment, people said 'Why choose a run-down old street like that?' When the scheme was finished, they said 'Of course it's easy in a beautiful street like that – but you couldn't do it in an industrial area'. So the Trust chose Burslem, in the Potteries, for its second pilot scheme. The following year HM The Queen inaugurated a third pilot scheme, in Windsor, and thereafter hundreds of such improvements have been carried out in all parts of Britain. Indeed, the idea spread overseas to many other parts of the world. It has become an accepted technique with town planners and all concerned with civic design.

What Magdalen Street had proved was simply that our surroundings need not be taken for granted. They are man-made, and can be changed if we wish it – often quite dramatically at even a modest cost. Since 1959 public opinion has come to concern itself more and more with such matters. The number of local societies dedicated to improving the environment has quadrupled, their membership much more.¹ This shift of opinion has been reflected in new legislation, which

has provided new powers for those seeking to conserve and enhance our cities, towns and villages. Five Acts in particular should be noted: the *Civic Amenities Act, 1967*; the *Town and Country Planning Act, 1971*†; the *Transport Act, 1968*; and the *Housing Act, 1969*‡ and the *Town and Country Planning (Amendment) Act, 1972*.

The Civic Trust was closely associated with the drafting of the first of these, which was presented to Parliament as a Private Member's Bill by its President Mr Duncan Sandys. The Act made provision for tree preservation and planting; the orderly disposal of abandoned vehicles; and – perhaps most significantly – established the concept of the 'Conservation Area'. For the first time Planning Authorities were required to identify *areas* – as opposed to individual buildings – of architectural or historic interest. These areas have to be formally designated² and it becomes the duty of local authorities not only to protect their special character but to enhance it. Joint improvement schemes will be an important means of doing so.

The 1971 *Planning Act*† made provision for greater public participation in the planning decisions that affect people's environment. It also contains, as did the *Civic Amenities Act*, better safeguards for protecting ancient buildings—often the nucleus of designated Conservation Areas. The *Transport Act*, among its numerous other provisions, has eased the way to the exclusion of traffic from streets for amenity purposes. The *Housing Act*‡ makes provision for grants payable

¹ At the end of 1973, it was estimated that some 300,000 people belonged to over 1,000 civic and local amenity societies throughout the United Kingdom.

² Seven years after the passing of the Act, over 3,000 Areas had been designated; more were under consideration.

towards the improvement of older property to be used towards general environmental improvements in the immediate area. The *Town and Country Planning (Amendment) Act, 1972* brought the demolition of selected non-listed buildings in Conservation Areas under planning control and enabled grants or loans to be paid by central government towards schemes for the preservation and enhancement of outstanding Conservation Areas. Indeed, the amount of grant aid from central Government towards conservation activities generally – from the restoration of historic buildings to the restoration of derelict land – has risen perceptibly in recent years and it is significant that 1970, European Conservation Year, saw for the first time in England the establishment of a Department of the Environment, headed by a Secretary of State of Cabinet rank.

Thus, new powers and additional assistance are to hand for those seeking to eliminate squalor and clutter and eyesores from the place where they live. Many official agencies with an active and continuing concern for one or other aspect of the environment now exist – for example the Countryside Commissions, the Central Council for Physical Recreation, the Nature Conservancy, the Design Council. The great professional institutions, the national voluntary organisations, commerce and industry, television and the Press, have all played an important part in opening our eyes to the many urgent pressures threatening the quality of life, and equally to the possibilities of enrichment which lie about us.

All these things are immensely encouraging. It is not too much to claim that we are in the middle of a revolution in public thinking. However, this does not mean that we can happily dismiss such problems from our minds because, somewhere, 'they' are going to do our work for us. We get the surroundings we deserve. Our towns, the countryside, reflect *our* values, the things we feel important, the amount we care. We put enormous energy into making the inside of our homes

pleasant and into the care of our gardens. The streets and squares of a town are really no more than outdoor rooms; its parks merely larger gardens than our own. Every home requires a spring-clean from time to time; every town no less. Towns, like homes, require repairs. They require to be adapted to changing circumstances. They require new furniture, new light fittings, new ground coverings underfoot. Traffic restraint and possibly traffic-free precincts are needed if we are to enjoy our outdoor rooms. Trees need to be planted. New uses have to be found for uncommitted land.

Government and local government can do much; they cannot do everything. It is only by focusing upon a common objective the whole community spirit of an area – of individual citizens and voluntary groups, of property owners and tenants, of local utilities and services – that thorough-going improvements can be achieved. A good deal of practical expertise in the execution of such co-operative schemes has been logged up since the days of the Magdalen Street exercise. The essence of that experience will be found in the following pages.

How Much?

What will improvement cost? There is no simple answer. We live in a period of continuing inflation and to quote figures of any kind can be misleading. In any case, no two places are alike, so costs for similar operations will vary widely. Some types of scheme, undertaken by volunteer labour, may cost only a few pounds. A few thousand pounds can obtain surprising results. For £100,000 a considerable area can be transformed. The essential is to seek competent advice, so as to ensure that whatever money is available is deployed economically, professionally and sensibly.

Bear in mind that totals can give a misleading impression. Some of what you wish to see done may already be programmed; much will probably have to be done sooner or later anyway. Remember that many

different sources will be contributing. Bear in mind, too, that the cost of some types of work may be considerably reduced by the joint contracting and continuous working which is possible in a co-operative scheme.

Social benefits may spring from an improvement which cannot be directly related to cost—for example, greater safety for pedestrians, better flow of traffic, easier access to shops, enhanced tourist attraction, more productive use of land, less noise. In the last analysis it is a matter of values, of making day-to-day life a little more pleasant, a bit more fun. Such things cannot be expressed in monetary terms.

And How?

There is no ready made blue-print. Every improvement scheme must be a 'one-off' operation. Refurbishing a shopping street presents quite different problems from the tidying up of a piece of derelict land; removing the overhead wires in a village from bringing back into use a stretch of canal. The one thing that they will all have in common is a need for co-operation between organisations and individuals who may never have worked together before. This is not as alarming as it sounds. Enough experience has now been gained to

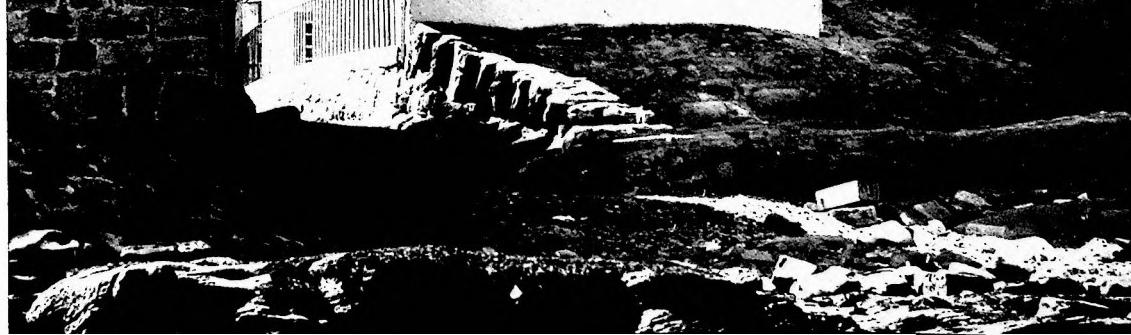
set out procedures and techniques which, if applied intelligently, can help to produce the right solutions.

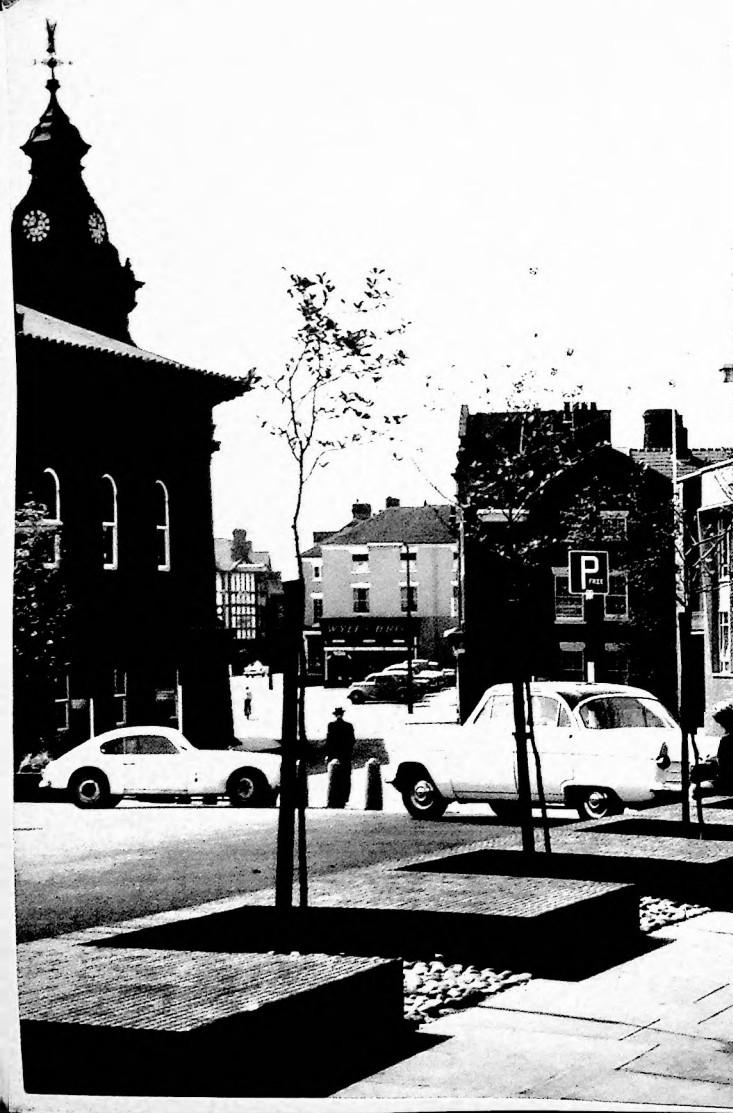
The next section of the book deals with the basic operation—the mechanics of any co-operative scheme. This is followed by a brief check-list of possibilities and a section of information relating to specific problems—stone-cleaning, signs, landscaping and so on.

Fuller information and advice may be sought from other sources. The most important of these, both publications and useful addresses, are listed in Appendices I and II. Wherever appropriate, earlier sections are cross-referenced to particular items in the Appendices. It has long been impossible for the Civic Trust itself to maintain detailed contact with all the improvement schemes going on at any one time. However, films and publications, slides for lecture purposes, photographs for exhibition use, and generalized advice are available from the Trust (see Appendix IV), while it may sometimes be able to suggest architects and other in a particular locality who have specialized experience to offer. In areas covered by the Civic Trusts for the North West and North East of England, for Scotland and for Wales (addresses on page 130) the Directors concerned will gladly give all the help they can.

Opportunities for improvement are numerous and varied. At one end of the scale it may involve the total prohibition of traffic in the street. At the other the elimination of clutter and smal' scale eyesores may produce a considerable visual gain for very little outlay. By way of a few examples, the following six pages contain a range of improvement schemes of various kinds including building restoration, the removal of clutter, the creation of a traffic free area, tree planting and landscaping and the use of lighting to feature a distinguished building. Similar, and equally dramatic, opportunities exist everywhere if only people will use their eyes.

Opposite, a group of 17th century buildings at the edge of the harbour, Pittenweem, restored and converted to smaller dwellings. This is only one of the decaying fishing villages of Fife which have been given a new lease of life as a result of restoration by the National Trust for Scotland.





Above and Left: the centre of Burslem.



Above and Right: Old Harlow—without the traffic.





Improvement to a road frontage in Slough.



Opposite: 130 newly transplanted trees screen a colliery at Kellingley.



Part of a general improvement area in Newcastle upon Tyne, after home improvement and landscaping.







THE BASIC OPERATION

*And when a handsome building has
been cleaned—make the most of it:
Windsor Guildhall, by Wren, floodlit.*

Organising a Scheme

The initiative for improvement may come from almost anywhere – from a Parish Council; from a bunch of townspeople with a strong civic conscience; from an enlightened landowner; from an amenity society or the local society of architects; from a local Chamber of Commerce or a Street Association (for tidying-up operations can be good for trade). Often, particularly in Conservation Areas, the initiative will come from the Planning Authority or the local Council. In any case, the local Council is the one body without whose co-operation no improvement scheme can get off the ground.

The first step, as always, is to set up a Committee! To start with it need be no more than a meeting of interested parties to discuss the likelihood of support for a scheme. When fully fledged, it should contain representatives of all the organisations, official and unofficial, who have a potential interest in the operation. Certain types of scheme (for example, in a seaside resort or a site in a National Park) will call for some specialized representation. Commonsense, the third section of this book and Appendix II will suggest the most important of the bodies likely to be concerned.

Provided there is sufficient measure of agreement, the Committee—perhaps most easily called the Improvement Committee—will become the sponsoring and organising body for the proposed scheme. It will need to appoint a Chairman, a Secretary and a Treasurer. Give plenty of thought to the choice of all three, but in particular to the Chairman for it is above all his drive and his tact that will see the scheme through to completion.

Role of the Improvement Committee

The Committee's tasks will be these:

- (a) to define the area of concern and decide the extent of the improvements considered desirable. This sounds elementary but the success of the operation will depend upon precision in the terms of reference.¹ The detailed brief is likely to be finalized only after discussion with the Committee's professional advisers but, as far as possible, the area of concern should from the beginning form a clearly defined unit with a clear-cut perimeter. Sometimes it is a good idea to carry out a small pilot scheme first, but bigger schemes tend to generate more impetus and for this reason may often actually be easier.
- (b) to ascertain the main planning proposals and decisions which could affect the scheme. Is the area likely to be declared a 'Comprehensive Development Area', or an 'Action Area' by the Planning Authority? Could it be in the path of a new pipeline, power line, by-pass, or affected by road-widening proposals? Have outline applications to redevelop been granted or submitted? Is a new reservoir mooted? Are sand and gravel workings or other mineral extractions likely to be extended? The Planning Authority and local Council will know of these.
- (c) to appoint an architect, landscape architect or other designer to prepare a preliminary feasibility report on the scheme: on how he thinks it should be carried out and how much it is likely to cost.
- (d) if the scheme appears practicable and possible to, call a formal meeting of *all* the interested parties, (land and property owners, tenants, shopkeepers, public utilities and services etc.) to seek their

¹ See *The Brief*, page 28; also *Check List for Improvers*, page 43.

support to proceed on the basis of the feasibility study. Should the Council, or any other major participant, feel able to promise specific improvements or support, such a lead can have a powerful effect upon the mood of the meeting. This may conclude with a general agreement in principle to proceed, but with many feeling unable to commit themselves formally until further details are available of the proposals affecting their own interests. Questionnaires¹ can be issued to gauge the volume of real support that can be assured. Certain types of scheme — ie for a shopping street — are not worth tackling with less than 75 per cent support (always allowing for a number of doubtful runners to join in — as they always do — when they see it going ahead).

- (e) to appoint an architect/designer (normally the one responsible for the feasibility study) to make such surveys and to prepare such drawings as may be necessary for the execution of the agreed proposals and to co-ordinate the actual carrying out of the scheme.
- (f) to arrange an exhibition which will enable owners, tenants, shopkeepers and all other interested parties, together with the general public at large, to study the proposals and discuss details with the co-ordinating architect.
- (g) to take overall administrative responsibility for the implementation of the scheme (persuading laggards, arranging publicity, collecting funds etc).
- (h) to make arrangements for an opening ceremony if desired—celebrities generally need booking a long time ahead.
- (i) one long-term duty should not be lost sight of, even in the initial stages (it may affect the composition of the Committee). That is the need to perpetuate some form of continuing organisation which will make itself responsible for the mainten-

ance of the completed scheme. Lack of foresight here can mean that much of the effort put into the improvement will go to waste.

General Fund

A general fund to cover running expenses — such as printing, postage, telephones, the exhibition, the opening ceremony, etc. — and to cover unforeseeable but inevitable contingencies will be necessary. (Fees and cost of work are dealt with separately below.) Some of the constituent organisations represented on the Improvement Committee may be prepared to offer some of these services in kind; otherwise contributions (not normally large) should be collected on an agreed basis from all those taking part in the scheme. It will of course be the Treasurer's job to administer the resulting fund.

Professional Services

No scheme can succeed without employing professional skill and experience. For all but the simplest tidying up an architect, landscape architect or other designer is likely to be needed to detail and co-ordinate the scheme.² *Provided that he is relieved of the most time-consuming chores*, a single architect will usually be able to take on the whole job. In some bigger schemes, however, or if the scheme architect's office is at a distance, it may be necessary to appoint sector architects in addition, each to manage part of the area under the scheme architect's general direction.

Fees

The Committee must agree with the architect or designer *at the outset* the basis on which his fees will be charged. It should be clearly established whether normal expenses are to be reimbursed, whether the cost of any photographic survey or the design of any exhibition is included, whether detailed supervision of

¹ See Appendix III, page 126

² See next section, *The Designer's Task*, page 28.

the actual work is expected (normally essential) and so on. If specialists are to be employed on specific problems (for example on lettering, or lighting), their fees likewise must be agreed at an early stage (unless, as consultants to the co-ordinating architect, they are to be paid by him out of his fee). As, with schemes of this kind, it is impossible at the outset to know for certain how fully the proposals will in fact be implemented (or indeed what unforeseen problems may be thrown up), it is not easy to forecast fees precisely. However, the architect should at each stage give the Committee some guidance as to the ceiling figure for his fees; they can then work out the proportion due from all those taking part. The work may well be divided into three stages, for each of which a separate fee should be agreed:

- (a) *The feasibility report.* This could involve little more than a walk round the area and a couple of discussions—in which case it should involve only a nominal fee. Most improvements are likely to require fuller consideration than this, however, and an elaborate scheme requiring detailed research will naturally have to be paid for accordingly. No drawings will be made at this stage.
- (b) *The scheme itself,* setting out the major proposals and operations that make up the proposed improvement, complete with drawings, specifications and rough costs.
- (c) *Details and implementation,* with precise instructions in written and drawn form on which contractors' quotations and the execution of the work will be based. Handling of the contracts, site inspection and payment of the contractors will be included, unless specific alternative arrangements have been made.

Of course this is not the only possible pattern of payment. Local authorities will normally wish to handle the contracts relating to their own work, if these are not indeed to be undertaken by direct

labour. Sometimes a big supplier – of paint for example – will be prepared to undertake the preparation of detailed specifications free. Owners and tenants may often wish to make their own arrangements with contractors of their choice, or even to 'do it themselves'. In such cases fees for part services only are payable to the architect. There is much to be said, however, for the scheme architect supervising the work as it proceeds, and advising the owner accordingly, even if he is not involved in the normal handling of the contract as such.

There are various ways of reducing the load upon the architect, thereby ensuring the most productive use of his time (and his fee!). On occasion the County or District Architect, or Planning Officer, can undertake co-ordination. Sometimes an architectural school can be persuaded to take on a scheme as part of the normal curriculum (but this can be very slow!). The local amenity society or photographic society may be willing to undertake a necessary photographic survey. The Committee can arrange, through its own members, for the many interviews required with property owners. An amenity society, a Street Association or the local Chamber of Trade or of Commerce can do much to release the architect for the creative work which only he can do.

Apart altogether from the degree of assistance received, the architect's fee will vary considerably, according to the size and nature of the scheme. Obviously tidying up a Regency crescent in good condition will require far less work than a facelift for a street of a hundred shops, involving perhaps substantial improvements, the redesign of street furniture, the provision of new parking space and much time spent on Committees and negotiations with a multitude of bodies. Even in such a case, should a good many of the buildings be owned by the local authority or by multiples, banks, breweries and other concerns with their own architects, at least some of the load will be taken off the scheme architect as far as contractors and supervision of the work

is concerned (though long range negotiations pose their own difficulties).

Fees are likely to be calculated either on a percentage basis (eg, per cent of the contract sum) or on a time charge. In either case they will be based upon scales set by the designer's professional institution. Another way is for the Committee to fix a maximum figure within which the architect must undertake to provide the professional services that it will cover, any further work to be on a time basis and the subject of further negotiation. The architect must give the Committee adequate warning when the agreed sum is about to be exceeded. This method however runs a risk of spoiling the scheme for lack of attention to work which has not been fully agreed in advance.

It should be borne in mind that, if several architects are approached at the outset with a view to selecting one, professional etiquette requires that this must not be done competitively as far as fees are concerned.

Payment of Fees

The Committee appoints the architect and normally pays his fees. The sources of the money to cover the fee will vary from scheme to scheme. Sometimes the local authority has paid the lot. Sometimes a Street Association or Chamber of Trade has made itself responsible. Most frequently fees will be covered from several sources—the County Council, the District Council, the owners and tenants or other interested parties.¹ The proportion of fees due from each owner or tenant (ie over and above the cost of the work on his property), will normally relate to that cost, plus work on communal aspects of the scheme not otherwise chargeable and paid from the general fund; if design fees are being split equally among all those concerned, the total sum to be

¹ In the years immediately after the Magdalen Street Scheme a common formula was: 50 per cent payable by the County Council, 25 per cent payable by the Municipal Borough or District Authority, and 25 per cent payable by those taking part in the scheme.

divided will probably be in the region of 10-15 per cent of the overall cost of all work done. (It has been found more satisfactory in practice to regard this total sum as the owners' and tenants' contribution to the scheme as a whole, rather than to separate out the architect's fee for their property *and* their general contribution.)

As stated earlier, the fees of sector architects employed to assist the scheme architect should be covered by the latter's total fee. If the Committee employs consultants to undertake specialist work outside the architect's province it should agree their fees separately from the architect's but aggregate such fees with all other expenses as far as the percentage contribution from each participant is concerned.

The Time Factor

It is important to allow enough time to carry out a scheme. With, say, a hundred buildings involved, twelve months is barely enough for the surveying, designing, consultation and contract work. The sort of thing that eats time is undergrounding wires and cables and holding back other work until this has been done. Statutory undertakers cannot put long-term maintenance programmes into reverse at the drop of a hat. New street lighting, the resurfacing of roads and pavements, municipal tree planting — such things have to be allowed for in the local authority's annual budget before they can be undertaken and are more likely to upset a tight timetable than redecoration. Closure or narrowing of a road may require Government consent. Removing a hoarding may need lengthy negotiations. The administrative work involved in, say, opening a stretch of river bank for public use may be far more time-consuming than the landscaping.

On the other hand if the timetable is too long, or has to be repeatedly extended, public interest may wane, and the scheme may flag and finally collapse. Once this has happened, it can be difficult to whip up enthusiasm a second time.

Exhibition

Before they can be expected to give the scheme their support, those who are to bear the cost must have the proposals explained to them clearly and unambiguously. This is most effectively done by an exhibition. Its layout and details will be primarily the responsibility of the architect, but he will need the Committee's full backing. The Committee should make all arrangements for booking suitable premises, for local and perhaps regional publicity through press, radio and TV, and if considered appropriate, for an opening with speakers. Local schools and colleges should be invited to send parties (on a timetable!).

The essential purpose of the exhibition is to convince owners and tenants of the desirability of the proposals affecting their own premises. With the architect's assistance, the Committee should organise individual interviews between him and all property owners and tenants potentially concerned, so that the many problems of colour, cost and so on can be ironed out. Some of these interviews may have to be held in the evening. Every effort must be made to get each single person to attend, even if it involves the exhibition going on for several days. Delays in reaching agreement at this stage can be serious.

After the Exhibition

The Committee's next job will be to submit the architect's detailed recommendations to the local authority and all other parties concerned. Agreement in principle has probably already been obtained but detailed negotiations must now follow – more than possibly leading to amendments, each of which may have repercussions on other parts of the scheme. To the outside world it may seem for a time as though nothing much is happening. For this reason it has often proved useful at this stage for the Committee to circulate a periodical newsletter, so that everyone knows what is going on and nobody feels the scheme

has died on them. For the same reason the Press should be kept informed of developments. The Committee will continue to meet regularly (fortnightly is a sensible interval at the crunch periods, monthly at other times) so that it may keep in touch with progress and be informed of any difficulties.

Opening Ceremony

It is of course possible to organise a scheme in phases and not gear it to a specific opening date. This has been done quite successfully. However, there are strong arguments for making one big push and in such cases a ceremony to mark the completion of the scheme is generally welcomed. A ceremony on a known date is a powerful inducement to get things finished on time.

Such an occasion needs planning well ahead. Watch out to avoid dates of national or local importance. The Council, the Police and appropriate organisations will have to be brought into the operation at an early stage. Invitations to speakers, the Press and those who have worked on the scheme need to go out in good time (if necessary in the form of a short 'warning order' with the full details to follow). Try to ensure some other activities – an exhibition of the history of the neighbourhood, a ceremonial tree-planting, a parade by the local band, etc. – to hold the interest apart from the formal speeches.

Maintenance

Completion of an improvement scheme is apt to bring a sense of finality to the efforts that have been made. A sense of achievement is in the air. In this euphoric atmosphere it is all too easily forgotten that, from this moment, without proper maintenance, the area will once again begin to run down. Imperceptibly the paint-work is fading, weeds may push their way through paving, a guard rail may get bent, signs and litter may creep back. As the gardener has to tend and mow his lawn regularly, so the Committee must watch over the

well-being of the area for which it has assumed responsibility. Damage from vandalism must be dealt with promptly; premises will change hands or fall empty; newcomers to the area will need to have the principles behind the scheme explained to them; redevelopment proposals or traffic management schemes may require study. Eventually, plans will have to be made for another concerted spring-clean — perhaps a wash-down after a couple of years, and complete renewal a year or two after that.¹ There may be a call for further schemes in the locality, or an extension of the original one.

It is essential, therefore, that the Committee should remain in being; that it should meet at regular intervals — say quarterly — even if the volume of business is minimal; that it should maintain a small fund for dealing with essential emergency action; that it should retain its co-ordinating architect as consultant and adviser (probably on a nominal retainer); and that — perhaps by occasional news-sheets — it keeps all those concerned informed as to what is going on. In this way the task of setting up a 'second-time-round' exercise when the time comes will be immeasurably lightened and good maintenance will become a habit of mind.

The Designer's Task

The Brief

A client always 'briefs' an architect. The Improvement Committee may have to brief its scheme architect twice—once for a feasibility study and then again more fully for the overall scheme. The more explicit and more positive the briefs, the better the result will be and the less chance there is of time and money being wasted during the execution of the scheme.

The Committee will have to decide on the exact nature of the improvement², its location and size, its timing or phasing, and its general cost limits. For a feasibility study an outline brief will probably be enough. When it comes to the full brief, the designer will probably assist the Committee in drawing up the detailed requirements; he will advise on precise

¹ Other patterns are possible. London Street, Norwich, now a pedestrian precinct, redecorates one-third of its premises every year.

² See *Check List for Improvers*, page 43, for some of the possibilities.

boundaries, on siting, on the scheme's overall shape, form and size; in particular, he will be able to suggest the introduction of matters which would otherwise be overlooked, and deal with any technical questions beyond the competence of the Committee.

The temptation to tackle too large a problem in relation to the resources available must be resisted. A relatively small improvement, well carried out, will be far more satisfactory (and get far more acclamation!) than an ambitious scheme badly done and never properly finished. The true success of a scheme will depend, not only on the talent available and the time and money spent, but on it meeting a real community need. For certain types of scheme — for example the creation of a children's playground or a sitting-out space for old folk — a rough and ready survey of views undertaken by the Committee (to the architect's questions), may throw up useful additions or amendments to the brief.

The full brief should be finalized only after all alternative courses and solutions have been carefully considered and discarded. The design process takes time – often, to a layman, an unduly long time – but the best solutions are likely to be those which have been most fully considered.¹

Analysing the design requirements

Before starting on his surveys the co-ordinating architect/designer will wish to enquire about three things:

- (a) what is the history of the area?
- (b) what is its character?
- (c) what planning proposals, if any, affect its future?

What is its history?

The previous uses of the area, historical events or personalities associated with it, local traditions—any of these could have a bearing on the scheme. If Dickens or Raleigh or a colony of Huguenot lace-makers lived there; if once there was a Roman camp or villa; if fire or flood disastrously changed the fabric of the place: a scheme that respects such traditions is likely to get more support than one that doesn't.²

What is its character?

Some places have a character that no one can miss. Cotswold villages, ports, most cathedral towns, are examples. Others may comprise areas of different character—Brighton or Lincoln for instance—so that the total personality of the town is composite. Others again may be generally nondescript, if not downright ugly. Here the designer has got to isolate the most

¹ Provided they are made intelligible to the layman, it is a good idea, in any exhibition that may be held, to put some of the designer's analysis and synthesis sheets (together with his preliminary doodles or sketches) alongside the finished drawings. Few people have any idea how much hard work goes on before the first drawings are even begun.

² The local amenity, archaeological or historical society will probably be glad to help with information.

important features and calculate to what extent character can be created or restored by the right proposals.

The essential 'feel' of a place derives from the interplay of many factors. Chief among these are, first, the street pattern—the whole network of broad avenues and narrow alleyways, formal effects and informal quirks, open spaces and changing levels and surprises round the corner. Secondly, there is the period and style of the buildings—are they mainly mediaeval, or Georgian, or High Victorian, or even more recent as in, say, Hampstead Garden Suburb? Or are they a mixture, the result of continuous organic development through the centuries? What is their scale and what sort of skyline do they create? Thirdly, there is the colour and 'texture' of the place, arising out of the materials of which it is built—not only the buildings but the walls, the bridges, the very ground surfaces. Are they mostly of flint, or Bath stone, are they rendered and painted, of brick and weather-boarding, or what? Fourthly, there is the landscape setting—perhaps a river or a canal, views of the countryside and distant hills, the types of trees and shrubs that belong to the area, and within a town its parks and gardens. All these things come together with other, more superficial ingredients—items of street furniture, wires and television aerials, car parks and outdoor advertising—to give a place its own character. Any eye can take it in but it needs a professional one to break it down into what is what.³

At a different level the designer will need to find out about the present uses of the area, its economic health, the movements of traffic and pedestrians, the ownership of the individual sites making up the area.

What are the planning proposals?

He will need, too, to know what the future holds. Whatever the scheme, some knowledge of approved local plans is essential. For instance the line of a

³ See also *Colour in Exterior Decoration*, page 45.

Dormer window - replace

Rendering - renew

Extra fascia boards - remove &
repaint existing fascias

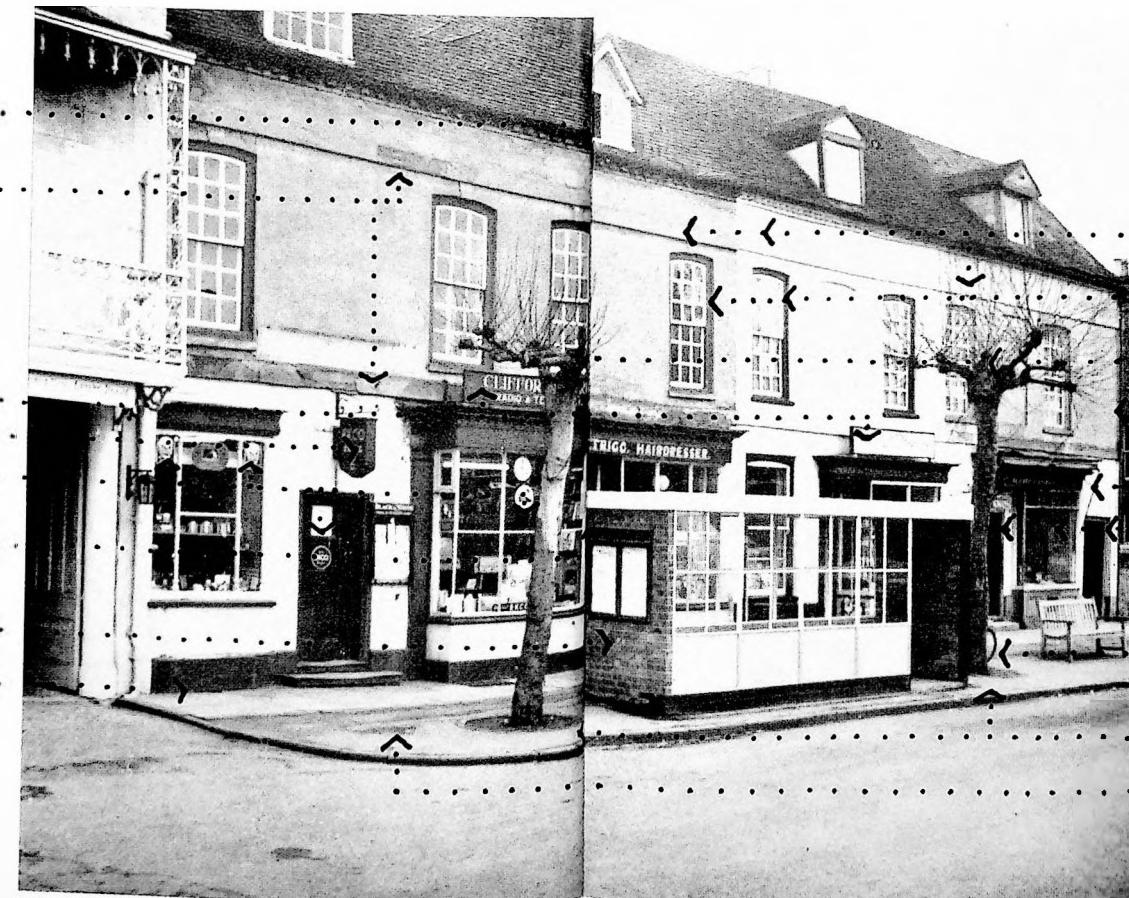
Sign - remove
Window stickers - remove

Bus sign - fix to shelter

Bus shelter - a robustly designed
steel shelter would be less obtrusive

Plinths - retain dark colour

These are the sort of points the designer will look for when considering a tidying-up operation. By studying details carefully, many possible improvements become obvious.



Façade - to be painted in one colour

Window frames & bars - redecorate

Trees - badly pruned

Rainwater pipe - to be painted as
background (see r.w.p. at other end)

Shop blind - improve or remove

Shop fronts & doors - redecorate

Cycle-leaning on tree - provide
post-type cycle stand

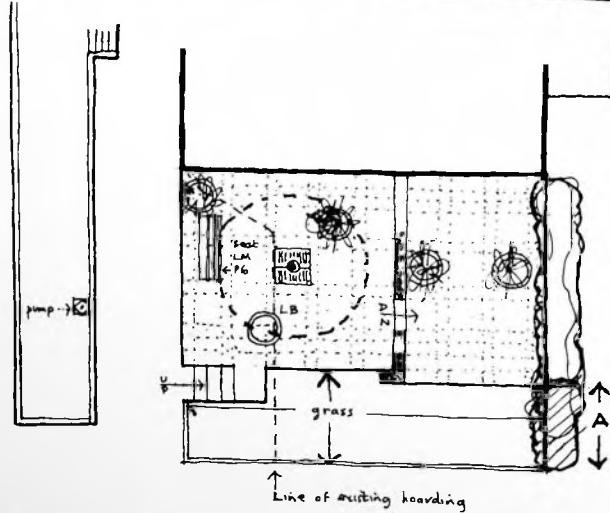
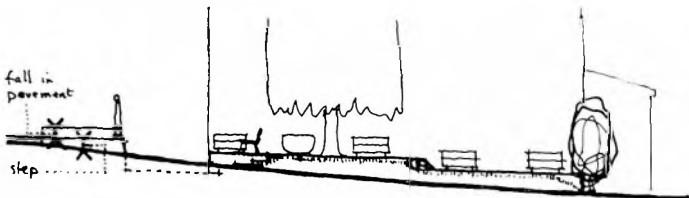
Tree surrounds - provide with grilles

Asphalte - replace with brick paviors

Spaces need attention as well as buildings, and need planning in relation to the buildings around them.

Clear detailed instructions, accurately plotted, provide an invaluable check list for designer and contractor as implementation proceeds.

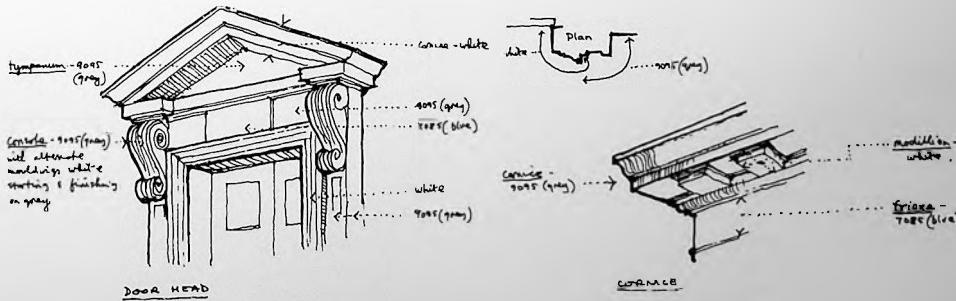
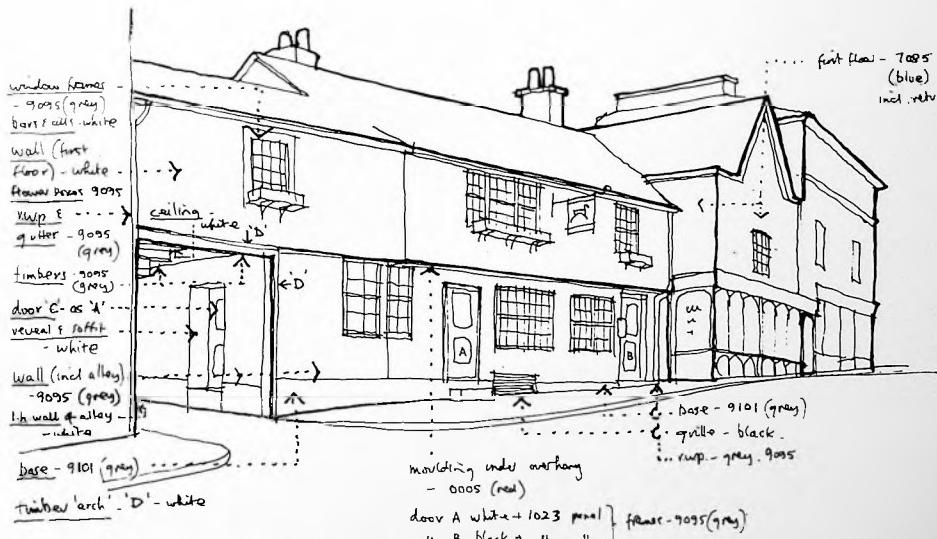
These are working drawings taken from those used in an urban improvement scheme.



Interior Plan - pending the building of the access road, 30 sq.yds. of grass and an extra 3yds of paving would be required to cover the existing site area, plus an additional length of planting (shaded & marked 'A' on plan).

Landscape Layout A

Plan - (site opposite Cherry Bounce)



proposed by-pass could cut out permanent improvement (though not necessarily the tidying-up of a blighted patch or derelict corner as an interim measure, for big developments often take ten years to decide let alone execute).

Contact at the outset (and throughout) with the local planning officer and the engineer or surveyor of the District Council will ensure that the scheme accords with local policy. If a scheme constitutes development within the terms of the Planning Acts, the architect will himself have to apply to the local planning authority and submit drawings. Permission will have to be obtained for schemes involving alterations to the appearance of historic buildings 'listed' by the Department of the Environment or the Scottish Development Department.¹

It has been said before: close liaison with the local authority is indispensable to success.

Survey work

This will differ according to the demands of the scheme. It may take any or all of the following forms:

- (a) The collation on plan of existing information (ie, listed buildings, ownership of sites, pedestrian areas, traffic systems, services such as public lighting or telephone wires, etc). This information can mostly be obtained from the local authorities concerned.
- (b) The collection of additional data to plot on the same plans (ie, buildings of townscape value, existing trees and their condition, siting of street furniture, views into and out of the scheme, sunlight and shadow diagrams, etc). This information can only be obtained by walking the area with an eagle eye.
- (c) The preparation of elevational survey material, in drawn or photographic form (or both), giving detailed information about the nature and fabric of

existing buildings and structures, and the spaces between them. This is almost bound to involve new drawing, and will provide the base on which proposals for redecoration etc can be drawn up.

Essential information at this stage will include:

Responsibilities. It is important to establish the individual or authority responsible for every building, structure, wall, tree, hedge, sign, wire, paved or grassed area, and every item of street furniture, in or adjacent to the site under consideration. The name, address and telephone number of each responsible body should be scheduled, together with all relevant notes. A thorough survey on these lines may save hours of time later on. As well as those people or bodies directly responsible, there will probably be others with an interest in some aspects of the site.

Leases and tenancies. A record should be made of leases and tenancies which will expire within the next year or so. Some tenants and owners may intend moving away from the area. When planning the scheme, allowance must be made for their being unlikely to participate.

Contractors. A list of builders, contractors and craftsmen in the area should be prepared², with indication of their willingness to undertake the sort of work envisaged. There are certain busy times of year—for example, during school holidays when the redecoration, maintenance and conversion work on school buildings is taking place. Summer holiday arrangements vary from region to region, and a word with the regional office of the National Federation of Building Trades Employers is advisable. Certain firms specialise in particular types of work and employ craftsmen not available elsewhere. Competent signwriters are not always to hand in a given place and it is usually worthwhile taking some trouble to identify those available a little further away. This may have to be done

¹ See *Historic Buildings*, page 53.

² This can often be done by the local authority, local Chamber of Commerce or Chamber of Trade.

the hard way—by noting the best examples in the area and finding out who was responsible.

Materials. Where restoration is involved, the sources of secondhand materials—handmade tiles, granite setts, paving, bricks, stone and slate—will be useful. Local authorities (the Engineer's or Surveyor's Department), big estates, builders' yards, and sometimes the local amenity society are all potential sources. Paint can often be bought in bulk at a reduced cost from a single source (either the manufacturer or a local supplier).

Drawings and photographs

Maps of the area to a suitable scale can be got from local sources or from HM Stationery Office. Where they are to be reproduced, appropriate permissions have to be obtained and fees paid. The local authority and property owners may often be able to lend plans and other large scale drawings. Certain types of proposals, however, will demand a special survey.

There are several ways of producing elevations of buildings and structures:

- by measured drawings, ie, by taking all dimensions on site and plotting them on to final survey drawings in the office;
- by preparing sketch drawings on site, working direct on to tracing paper over squared paper to the appropriate scale. Horizontal base-lines are measured, together with occasional verticals on the ground floor, the remainder being filled in by eye.
- by preparing scale drawings based on panoramic views made up from a series of photographs. Each photograph should be taken squarely from the front of the building, and, unless a narrow street makes it impossible, should show the full height of the building. It is important to take all the pictures from the same distance and, to avoid over-distortion of perspective in the verticals, the

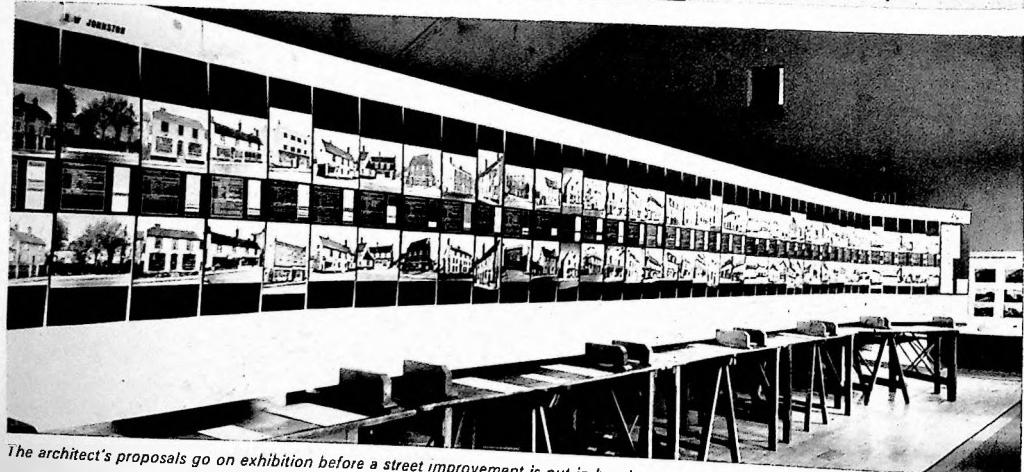
intervals between view points should be relatively short. It is useful in a survey of this kind if a surveyor's rod can be placed upright against the wall of each building, so that the scale can be judged accurately when drawings are made from the photographs. Additional photographs will often be needed to cover small open spaces, flank walls, alleys, passages off the main street etc. The local authority or county planning office may itself be able to arrange for such a photographic survey to be made (the mobile towers used for street lighting maintenance provide a useful vantage point!). Or it may be possible to enlist the assistance of the local paper or photographic society. If the architect prefers to arrange for the photographic survey himself, any expenses must be agreed as part of his fee or as an additional cost which, with a professional photographer, may be quite considerable.

- (d) by projecting specially taken slides to an appropriate scale on a suitable surface and by tracing the projected images.

It may well be desirable to employ different survey techniques for different aspects of, or areas within, the scheme — ie a carefully measured drawing for an important historic building requiring restoration and rougher sketch drawings for its more modest neighbours.

The scale of the drawings will depend on the type of scheme; $\frac{1}{8}$ " scale drawings ($\frac{1}{8}$ "—1 : 100) will normally suffice for street improvement schemes. Elevational surveys may include, in the margins, notes relating to materials, colour, signs and other details, together with photographs or small sketches showing the three-dimensional qualities of the details. Such photographs or drawings should also show the return and rear elevations of buildings, the interior walls and ceilings of alleyways. This sort of extra documentation is of special value to the designer working at some distance from the site.

THE DESIGNER'S TASK



The architect's proposals go on exhibition before a street improvement is put in hand.

Seeing the Scheme Through

The brief has been agreed, the survey work done, the proposals formulated. Subject to necessary agreements, the scheme can go ahead.

If many organisations are going to be involved, the scheme architect may need at this stage to embody in a Manual the principles by which the design treatment of the area is to be governed. In a large urban project, for example, it is only by making available copies of such a manual that sector architects, the architect's departments of banks, pubs and multiple stores, signwriters and so on can be provided with ready reference to the chosen ranges of colours, lettering, curtain and blind materials etc. Another, more modest, type of manual can sometimes usefully be produced—probably in leaflet form—for wide distribution to householders in areas relatively of homogeneous character; guidance can thus be given, for individual implementation, on desirable and undesirable treatments for buildings of certain types.

With the proposals in firm outline, detailed consultations with everyone can now begin. There will be two major rounds: with the local authority and with owners and tenants. If the former can be brought to agreement in principle before the wider approach is made this will clearly be helpful—firm evidence of what the authority is prepared to do will carry great weight with waverers.

(a) *Consultations with the local authority.* Almost all improvements are likely to involve land or property for which the local authority is responsible. Indeed, the viability of many improvements is likely to turn upon just how much the authority is prepared to do towards, for example, renewing paving, improving street furniture, or supplying trees and plants. *Close liaison with Council officers is essential at all stages.*

Schemes themselves may well need the approval of appropriate council committees; council expenditure, or the use of other council resources, will have to be passed by other relevant committees. It will often be possible to squeeze small items into current departmental expenditure, or shift the emphasis within an existing programme, but an elaborate scheme will have to be budgeted for in the financial year before it is executed.

In works for which the local authority has a statutory responsibility, they will wish to use direct labour or their own nominated contractors. Drawings and specifications will probably be produced by their own staff in consultation with the scheme architect, the work being supervised jointly by the authority and the scheme architect. Less frequently, the architect may prepare the drawings and specification, leaving the tendering and subsequent contract procedure to the authority, but supervising the work himself. This, however, is not common with any but the smallest authorities.

(b) *Consultations with owners and tenants.* Formal agreement to participate is likely to turn upon costs. Where a number of similar properties is involved, rough quotations of the cost for one or more typical ones will serve as a general guide in the initial stages. A local builder will often supply these, provided he is not committed to them. Owners and tenants can early on be shown the range of likely costs by putting up drawings of some typical properties at the public meeting, with itemised quotations for removing redundant signs and brackets; washing down; making good the surface; decoration; signwriting and so on.

Avoid any suggestion of coercion. The owner or tenant must be given elbow room within which to decide just how much he is prepared to spend. Lump sum figures can be very frightening but an *itemised quotation* at the time of the exhibition, setting out the full proposals for his property, will enable him to choose just what he can take on.

If some major interest – a chain store perhaps, or an oil company – has to be persuaded, it is not sensible to seem to present them with a *fait accompli*, especially if their decision-takers are not local. Big companies, furthermore, have to programme their maintenance work over considerable periods, so will not look kindly upon urgent requests for additional work at short notice. Banks and breweries generally prove co-operative.

Before approaching contractors for tendering it is commonsense to consult owners and tenants, who will probably have their own preferences.¹ Using small firms and 'little men round the corner' is not always very efficient, but it is not desirable to upset time-honoured loyalties and habits. At the same time it must be borne in mind that block tendering for a number of properties *can* result in savings, sometimes – according to local conditions and the type of job – substantial.

(c) *Drawings, specifications and tenders.* With agreement reached, detailed drawings and specification must be prepared for individual properties. In street improvement schemes the basic $\frac{1}{8}$ " scale drawings will normally suffice, stapled on to A4 size paper, annotated with detailed specification notes, and photocopied. Where necessary, perspective sketches of details should be added. For pubs, banks, multiple stores and other organisations with headquarters outside the scheme area, a perspective sketch of the whole property may give a better idea of what is proposed.

¹ See Questionnaire, Appendix III, page 126

Drawings should have offcuts of the British Standards colours proposed (the 4800 range), swatches of blind material etc, stapled to them.

A general specification, including appropriate preliminary clauses and the various trades to be employed in the scheme, should be prepared. An adequate contingency sum *must* be included in each contract. In the detailed execution of schemes, if only by reason of the fact that the number of participants is likely to change while work is in progress, there will often have to be last-minute additions or changes involving extra cost – quite apart from the extras involved in uncovering and making good decaying timber and other unforeseen problems. Where facades are to be redecorated in a congested area with heavy traffic, contractors should also be asked to include in their quotations a sum for washing down all painted surfaces at ground floor level during the week before the official opening of the scheme.

Before work is put out to tender, a final check is advisable with owner or tenant that his needs have been met – for example, the precise wording for a fascia, the exact areas of surfaces to be painted etc.

Where an owner himself nominates a contractor, there may be no need to invite competitive tenders. On receipt of completed tenders, further consultation takes place with the owner to discuss acceptance. If he is unable to commit himself to all the items as quoted, a final check will have to be made with the contractor; the latter's figures will have been based on his receiving the complete contract and, if much of the work is not to be proceeded with, there may be a pro rata increase on other items. Time must be considered along with cost. The contractor will be asked to estimate the time of starting (within x weeks of receiving the order) and the time of completion. This must be fitted in to the overall schedule of operations.

It is important that each individual tenant or owner should clearly understand the extent of his liability and that he either signs a contract himself or allows the architect to negotiate on his behalf. Some owners may prefer to carry out the work on a 'do-it-yourself' basis. Others may opt to handle the contractual side of the operation. Either way, it is *essential* that the parties concerned shall accept that the scheme architect supervises the work. A block tender for a series of properties should be so presented that the apportionment of costs to each owner is unambiguously set out.

Where an improvement involves the use of ladders, tackle, machinery and, maybe, enthusiastic but inexperienced volunteers, there is always the possibility of accident. Adequate insurance cover should always be arranged.¹

As indicated earlier, a paint manufacturer may be prepared to issue specifications and colour schemes in return for purchase of his products. Any such transaction should be carried out only with the agreement of the scheme architect.

- (d) *Supervision of work.* Both before and after starting work the scheme architect should hold regular progress meetings with representatives from the local authority, statutory undertakers, contractors and other key organisations. A progress schedule should be designed to show each operation with its starting and finishing dates. Some activities can only be carried out separately; others must be carried out jointly. For example, in the undergrounding of services, involving opening up roads and paved areas, the correct sequence is important; as far as possible all such disturbance to surfaces should be finished with before repair or redecoration. These technical meetings will enable such work to be properly co-ordinated.

Regular supervision of work as it proceeds is a vital part of the architect's duties in most improvement schemes. Every building, every space, needs different treatment; the labour force may be unused to this type of work. A fanatical attention to detail is required of the scheme architect, and considerable toughness in ensuring that proper attention is paid to small items that may normally be considered unimportant.

Accounts are settled, under the RIBA form of contract, by the architect issuing the final certificate to the owner or tenant when the work is completed to his satisfaction. Otherwise the owner/tenant pays the contractor direct when the architect has checked the work and accounts. (For the owner/tenant's payment to the architect, see page 24)

This then is the framework of what we have called *The Basic Operation*. Does it sound intimidating? It need not be, in practice. We have deliberately chosen to describe a method of working which is largely geared to (and has been proved in) street improvement schemes of the Norwich/Stoke/Windsor type. This is because such schemes embrace the widest range of participants and are therefore the most complex to administer. The *principles* embodied in this section are valid for most other types of improvement too; for simpler operations it is only necessary to trim down the methods and machinery described to an appropriate level. The creation of a riverside walk might involve no more than the local council, the civic society and a landscape architect. The freeholders of a Georgian Square might be able to work through an existing Garden Committee and require no more than normal architectural advice for the square as a whole. The great thing is to hold fast to the central aim – all else is no more than a means to this end. Guidance on specific targets, and some of the rich possibilities which lie about us, will be found in the next section.

¹ See also *The use of Volunteer Labour*, page 100.



PROBLEMS AND OPPORTUNITIES

*Her Majesty The Queen, accompanied
by the Mayor and Lord Duncan-Sandys,
President of the Civic Trust, at the
inauguration of the Trust's improve-
ment scheme In Windsor.*

Check List for Improvers

Many people will be involved in an improvement scheme. Few of them, however, will have the trained eye that sees rich possibilities in a scene long taken for granted by the rest of us. For the improver is not starting from scratch, with a clean sheet of white paper on the drawing board. He is likely to be confronted by a scene which is run down, crowded, disorderly, cluttered, muddled. Considerable imagination will be required to visualize it as it might be, and to identify the elements which can be exploited to this end. If the architect's brief is to be properly drawn up at the outset, so that changes of plan and increased costs do not result while the scheme is in progress, it is important that all the main factors and options be recognised in the early stages. To this end the following check list may be found helpful. Its use should at least ensure that no matters of prime importance are overlooked.

Buildings

Do any old buildings require restoration of the main fabric (historical accuracy important)?

Are there features of archaeological interest worth preserving (including industrial archaeology)?

Are there buildings which require making good, stone cleaning or repainting?

Can any outhouses, lean-tos, and similar accretions to handsome buildings be removed?

Are there single buildings in divided ownership which can be reunified visually?

Do the glazing bars (particularly in Georgian buildings) require replacing?

What clutter needs removing from elevations (pipes, wiring, brackets, etc.)?

Is the replacement of TV aerials by a piped system possible, or their resiting in less conspicuous positions?

Is there clutter in the upper windows over shops to be removed or masked?

Is new infill building desirable in gap sites?

Are new shop fronts or fascias required?

Are new curtains or shop blinds required?

Are farm buildings and structures appropriately coloured and/or screened?

Landscaping

Do walls, fences or hedges require to be introduced or removed?

Do hard ground surfaces require to be introduced or renewed (resurfacing the carriageway, paving pedestrian areas, marking of parking bays by changes of colour, etc; possible textures include stone and concrete slabs, brick, cobbles and setts)?

Are soft surface ground treatments appropriate (consider pedestrian movement and problems of maintenance, etc.)?

Would a different design treatment better exploit existing changes of level?

Should new ground forms—ie mounds and hillocks, slopes and sunken areas—be created on a flat site?

Is the creation of new public open space possible?

Can riverside and canalside walks be created?

Can areas of derelict land, large or small, be cleared and reclaimed for positive use?

Are there eyesores to be screened (car parks, caravan site, tips, dustbins and service areas or industrial buildings and processes, etc.)?

Can front gardens be cleaned up, unified into a communal garden or given an overall policy of restraint on hard-standing for private cars, etc?

Can new trees be introduced (consider species, age and size, guying and protection, maintenance and care)?

Can flowers be introduced (beds, boxes or bowls)?

CHECK LIST FOR IMPROVERS

Is there a place for sculpture, a statue or a monument?

Can new amenity water areas be created (a lake, a fountain, etc.)?

Is there a problem of water pollution (river, canal, lake or sea)?

Street Lighting and Furniture

Has consideration been given to the appearance of bus shelters, bus stop signs, telephone boxes, pillar boxes, seats, guard rails, litter bins, bollards, flower bowls, sand boxes, electrical switchgear boxes, etc?

Do they need renewing, redesigning, resiting, eliminating or combining?

Can traffic signs be reduced in size and, or number, eliminated, combined, wall-mounted or lowered?

Can yellow lines and other carriageway markings be reduced, eliminated or replaced by changes of texture?

Is the street lighting system appropriate in character by day/by night? Should lanterns be wall-mounted, where conditions allow, to eliminate columns? Can the daytime appearance of columns and lanterns be improved by repainting? Would the system be assisted by additional elements such as illuminated bollards?

Is the colour of the street lighting appropriate?

Could floodlighting be introduced with good effect?

Could decorative window or cornice lighting be introduced in public and other important buildings with good effect?

Should a special decorative lighting scheme be designed for local festivals, Christmas, etc?

Can obtrusive telephone and low voltage power lines be rerouted or undergrounded?

Is there inappropriate outdoor advertising (poster hoardings, flank walls of buildings, projecting signs,

large illuminated signs, sponsored fascias, window stickers, etc) which require elimination or redesign?

Are there signs for public houses, specialist trades, etc, which call for redesign and special treatment?

Is there a place for 4-sheet poster drums or similar free-standing structures?

Is there a need for explanatory plaques on historic buildings etc?

Roads and Traffic

Can the street, square, area be closed to through traffic, heavy lorries, traffic at certain hours, traffic at all hours?

Is provision of off-street parking adequate to permit the prohibition of street parking within the area of the scheme?

Do kerb lines require realignment? Would it be possible and desirable to narrow the carriageway at any point?

Would the use of 'sleeping policemen' (ridges in the carriageway to reduce the speed of vehicles) be appropriate at any point?

Are special lorry parks required?

Maintenance

Are new arrangements required for the maintenance of public open spaces (mowing grass, resowing of worn patches, suppression of weeds in paved areas, pruning of trees, etc)?

Are the arrangements for litter collection, removal of bulky rubbish, etc, adequate?

Do footpaths need clearing?

Essential information on most of these matters is to be found in the following pages. Sources of more detailed information are given in Appendices I and II.

Colour in Exterior Decoration

In the use of colour on buildings personal taste looms large. The colours we choose for our houses, both inside and out, are usually determined by long held likes and dislikes, by the fashions of the moment—and sometimes by a desire to outbid our neighbours. Many people are a bit frightened of colour.

The main aim of a co-operative improvement scheme—so far as exterior decoration is concerned—is to reconcile these often conflicting views. The choice of colours on individual properties will be co-ordinated so that, first, the street looks right as a whole and retains a sense of continuity; secondly, so that neighbouring colours on adjoining properties do not clash or vie with each other. In addition details—window frames, doors, the fascias over shop fronts, for example—will be painted to emphasise their intrinsic qualities but in a way that is compatible with the general colour of the building.

Above all, the colours chosen must respect the character of the area. It has been a criticism of such schemes that they can all too easily erase the local identity, or personality, of the place they seek to enhance—the same colours appearing from Land's End to John O'Groats, regardless of locality. Every scheme must therefore be based on an analysis of local character: its natural materials, its traditional colours, the way in which they are used and the effects they create.

Because of this, there are few general principles—and no easy rules-of-thumb—which predetermine choice of colour. Indeed, it is often the architect's ability to see, and grasp, opportunities to depart from a general concept, that can lift a scheme from the commonplace and give to it certain distinctive qualities. Further-

more in some places, particularly in those which are very monotonous and dirty, a fairly free and not too closely co-ordinated choice of colour on individual properties works well. Spontaneity in these situations can be lively in itself and right for the area as a whole.

Responsibility for the colour scheme, and for deciding the principles by which the colours are used, must be the architect's. These pages can only suggest a few general ideas on the inherent constraints and opportunities that may exist.

Character and Region

The overriding influence on local character is likely to be the presence of a traditional building material, method of construction or design idiom. Different types and colours of stone or brick, the presence of slate or timber, different ways of using the panels between timber—more than any other factor such things will affect the choice of colours. Even the most drab housing area in an industrial city usually has an overriding colour of brick or stone which can provide the starting point for a colour scheme with a sense of locality and individuality.

Only where it is essential, for example for reasons of maintenance or repair, should the indigenous colours of local materials be covered up or painted out. Far better to clean them where appropriate (there will be exceptions) and thereby let them provide the key to the total colour scheme. Where there is a good local material, supporting colours on doors, window frames or incidental painted surfaces will usually be subdued. Only in this way can the often subtle colours of wood or stone, for example, be revealed. You cannot beat the old maxim of 'if in doubt paint it white'

Some streets may boast only a few examples of local materials on individual buildings, these often being surrounded by other buildings on which materials alien to the neighbourhood have been used or painting has already taken place. These odd individual buildings may nonetheless well determine the colours to be used over the street as a whole.

Rural areas inevitably contain many constraints on the use of colour, not only by reason of old buildings in local materials but because the changing colours of the countryside itself provide ample interest and variety. Colours that can look right in, and brighten up, a winter scene may complicate and clash with the colours of spring and autumn.

At the same time a contrast is often exciting, whether one is looking at a stone village, a formal town terrace or a stretch of countryside. This is as

true for colour as it is for buildings themselves. A group of gigantic cooling towers in a flat landscape can be visually arresting in the same way as a brightly coloured object in otherwise natural surroundings. But, almost by definition, to be successful a contrast of this kind can only be achieved once or twice in any scene; do it too often and it is no longer a contrast but the thing to expect. It is no longer a surprise.

The Townscape

In addition to these regional characteristics there are the local qualities which arise from the shape and form of particular towns and villages. These too will affect the way in which colour is used. The contrasts of space and enclosure, of streets and squares, yards and alleyways, and changes of level and scale—all contribute to the character of a town no less than do the individual buildings. In small towns and villages there will usually be a fundamental need to restrain the use of colour, lest it disrupt the way in which all these townscape qualities combine to create a single, total image for the place. To this rule, as all others, there will of course always be exceptions. A square might well have a different colour theme from a neighbouring street—for such changes of theme often coincide with changes of use and activity. For example, there may be more opportunities for strong colours in a busy shopping area than in a quiet neighbouring residential street, despite the continuity they may have on the ground.

Always, however, the wider setting must be taken into account. An exposed group of buildings in a lively seaside resort, or a group in the centre of a bustling county town, can often take relatively bright colours; similar groups in a small, rather somnolent seaside town or in a cathedral city would probably call for much quieter colours.

At a more detailed level, small changes in the townscape—dark hidden corners, small houses or shops



A feature can be made of projecting buildings in small streets.



Emphasise the unity of terraced housing; a single building may well provide contrast.

which are only glimpsed from a main pedestrian route, or a focal point at the end of a street—may often successfully be given added significance with some really strong colour. Again, these contrasts will only work when used sparingly.

Very intense colours, which would be something of a strain to live with if used in a position where they would be seen for long periods, can nonetheless be very successful where people will see them fleetingly, or infrequently. An alleyway can take treatment which would be unbearable across a whole side of the market square. It is the difference between one's entrance hall and one's living room.

The Architecture

Not only their materials but the architecture of the buildings in the scheme and the quality of their details provide yet another discipline for the designer. He must assess both the qualities of individual buildings and their architectural effect as a group.

Clearly a terrace of formal design, such as a Regency terrace in Brighton, will best be treated by a single colour scheme throughout. The original architect of the buildings designed them as a single unit within an overall concept. That concept must be respected and not destroyed by, for example, emphasising particular properties through changes in colour.

Some groups of buildings, although not designed as a whole by one architect, nonetheless have a sense of continuity arising from their combined shapes and forms—the modelling of the facades and the rhythm of the roofs. This is particularly true of groups dating from a single period; the use of colour throughout will here

help to emphasise the historic significance of the group as a whole.

Most commonly, however, groups of buildings in our towns date from different periods and styles—sometimes spanning 600 or 700 years. It is in these groups that the greatest opportunity will occur for the



A busy market square can afford stronger colours than a residential street



Colour can provide an effective 'stop' to a view or vista.



Colour used to brighten up an alley-way.

imaginative use of colour. The basic need to avoid disrupting the visual unity and flow of such groups remains but the variety and changing scale of their architecture will present more opportunities for the interplay of different tones and colours.

For no less important than the actual colour used is the intensity and tone of that colour—basically the amount of black or white mixed with it. Much can be achieved by way of contrast from property to property simply by varying the tone of one single colour. What might appear to be a rather ordinary grey, when seen by itself, will take on a distinct colour value when seen against a neighbouring grey.

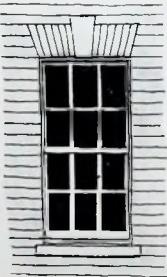
Colours, therefore, do not have to be bright to achieve interest or variety. The more intense can often be restricted effectively to such incidentals as doors, window reveals, sun blinds and even window curtains, all of which provide a means of introducing strong colours into a scheme. In deciding where bright colours will be most effective, the architect will certainly take



Architectural features may ask to be highlighted.



Flank walls, usually uncared for, can add interest to the street scene.



Glazing bars were meant to be painted white.

into account which side of the street is the sunniest and which is most often in shadow. Bright colours will appear less distracting when in shadow.

Where building heights and building lines vary, flank walls and gable ends can sometimes take a strong colour; this is particularly so in shopping streets where it was once a tradition to use these surfaces for painted advertising. The way in which advertising has been used in the past can provide ideas for the use of colour today.

Whilst there is certainly a need to reduce the amount of outdoor advertising and to improve its design, in certain types of street it can make a positive contribution to the general level of colourfulness. Properly handled in terms of siting, scale and volume, it can offer a more rational use of colour than the sometimes arbitrary painting of buildings in different colours.

Details

There is always a temptation to pick out the details of a building in different colours. This can easily cheapen the building's appearance—at best suggesting a poor imitation of Wedgwood pottery, at worst suggesting an over-decorated cake. When appropriate (and much depends on the style of architecture as to when it is appropriate) tones of the same colour may be used with effect, or the details picked out in white on a fairly light background. It should always be remembered that in daylight (and even more in sunlight) the modelling on a facade will be emphasised naturally; the application of paint to increase the effect can easily destroy the simpler and more direct effects created by light. Once again the sunny and the shady sides of the street need to be taken into account.

The glazing bars and frames of windows, or the fan



Curtains are important too.



Awnings and blinds can add sparkle and gaiety to any street scene.

lights and frames of doorways, usually look best when painted white or broken white. Dark paint on these details tends to remove the sparkle from the buildings and creates a deadening effect. By painting windows and frames the same colour throughout, the scheme can be given a sense of continuity which will permit greater variation in the colour of wall surfaces. Where a group of buildings has iron railings common to all the properties, these are best painted in one colour—usually most effectively in black.

One of the objectives of a street improvement scheme is to tidy up all the bits and pieces that accumulate on buildings over the years. Badly sited rainwater or drainpipes (our external plumbing is a national speciality), wires, little electrical boxes and all kinds of metal brackets can usually be found; it is always surprising how many items there are which have long since outlived their original purpose. Most of this clutter can be removed or repositioned, but inevitably

some things must remain. In such cases 'paint out' these objects to merge with the background—in effect camouflaging them.

Similarly, improvements can be made to existing street furniture which, although possibly ugly, is too expensive to replace. By careful choice of colour it is possible to reduce the impact of lighting columns, vents, pipes, telegraph poles, litter bins, and the rest; sometimes the painting of items—bus shelters for example—can of itself make a radical improvement in their appearance.

Fuller Information

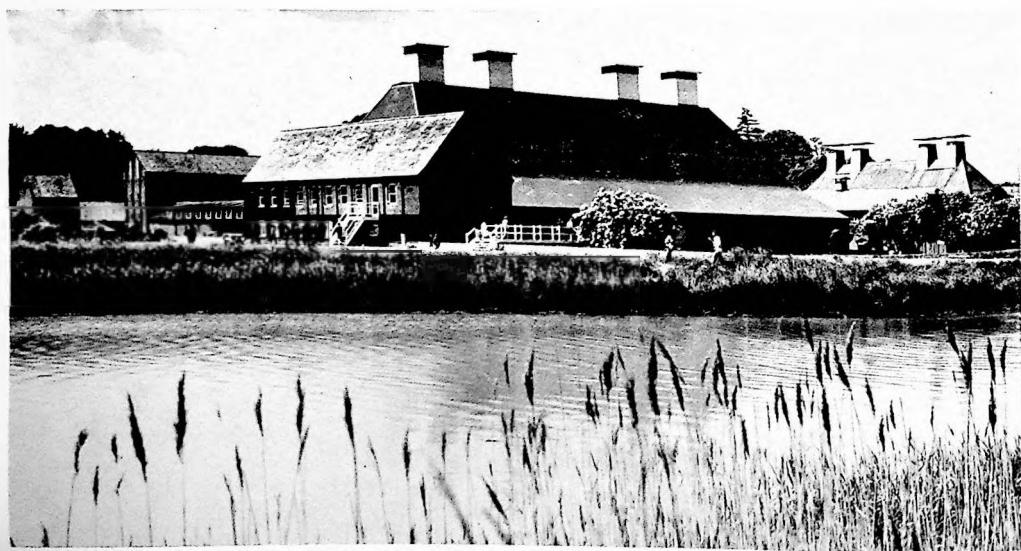
Appendix I, section 2

Appendix II, section 1

RESTORATION



Interior of the 14th century Wool House, Southampton, before and after restoration for use as a maritime museum



The Maltings at Snape, adapted for use as a concert hall in conjunction with the Aldeburgh Festival.

Restoration

Historic Buildings

Britain can boast not only an extraordinary wealth of architectural masterpieces but, at a lower level, a great number of wonderfully agreeable houses, farms and groups of town and village buildings, weathered and landscaped to the point where they seem an inevitable part of the scene.

Not so. In the last fifty years this heritage has been grievously eroded. Only since the middle nineteen-sixties has public opinion generally shifted to recognise conservation as desirable and necessary. This has led in turn to new planning legislation and new planning policies which make it easier to stop the destruction of individual buildings and historic areas. Nonetheless, the problems posed by conservation remain very great. The effective restoration of old buildings is likely always to turn upon two issues: finance and possible uses.

First, the legislative background. Buildings of special architectural or historic interest are 'listed' by the Secretary of State* after the surveys carried out by investigators from the Department of the Environment*. They are normally inhabited buildings. Virtually all those dating from before 1700, and many from before 1840, are thus listed; listing of those of later date is, and has to be, highly selective — but nonetheless does include some buildings up to 1939. Buildings in each local authority area were first listed provisionally in three grades of importance.¹ A final statutory list, compiled from the first two grades, may be consulted at the local authority office (if, in a District Authority, it is not available, go to the County Planning Department).

Grade I buildings are considered of *outstanding* interest, Grade II of *special* interest. A building listed as

¹ A draft statutory list now takes the place of the provisional list.

Grade I or II cannot be demolished or altered in a way that affects its character unless the Local Planning Authority has given 'listed building consent'; if this is refused an appeal lies to the appropriate Secretary of State. When an application for consent to demolish a listed building is made, the Planning Authority is required to notify certain national amenity societies; authorities have also been asked to notify local amenity societies registered with the Civic Trust. These powers, in their latest form, derive from the *Town and Country Planning Act, 1971*.[†] About 210,000 buildings in all were statutorily listed in Britain at December, 1973.²

A third class of building, of local interest but not justifying statutory listing, was until recently called Grade III; such are now known as 'buildings of local interest'. These are notified to the Planning Authority who can record them and deal with them as it wishes, according to its energy and interest. This apparently haphazard arrangement leaves an enormous number of pleasant and interesting buildings vulnerable to demolition. Listing standards were recently revised, however, and in the course of resurvey it is expected that many buildings previously listed Grade III, or ungraded, will be promoted to Grade II. Local planning authorities, under Section 8 of the *Town and Country Planning (Amendment) Act 1972*, can, however, make a Direction identifying individual non-listed buildings or groups of buildings in a Conservation Area which has the effect of bringing their demolition under planning control in much the same way as if the building was listed. By the end of 1973 Directions had been made in respect of around 7,000 non-listed buildings in England and Wales.

² In Scotland listed buildings are graded A, B or C.



The 16th century woolmarket at Horndon-on-the-Hill, Essex, before and after restoration.

Buildings incapable of occupation, or structures with a special antiquarian or archaeological interest, can be listed but are usually 'scheduled' as ancient monuments under the *Ancient Monuments Acts*. For long the direct responsibility of the Ministry of Works, they now come under the Ancient Monuments Section of the Department of the Environment⁴.

The need to conserve the character of whole areas, as opposed to the preservation of single buildings, was recognized by the *Civic Amenities Act 1967*. A 'Conservation Area' is designated by the Local Planning Authority. It may well embrace listed buildings, but need not do so: the criterion is its architectural or historic interest as a whole. The value of more modest buildings to the character of our towns has thus been officially recognized.

To protect a building of special interest, but not yet listed, from a threat of demolition or alteration, a local authority can serve an emergency Building Preservation Notice, which is effective for a maximum of six months or (if he cannot do this within six months) until the Secretary of State* decides whether or not the building should be listed.

Secondly, money. A local authority is empowered to buy a listed building compulsorily after service of a Repairs Notice under Section 115¹ of the 1971 Act†, if the repairs are not carried out; also to undertake emergency repairs to an unoccupied listed building, but they cannot charge the owner. Although the Government may assist a local authority to acquire a listed building, neither central nor local government will help a private person to buy a historic building simply because it is historic, but grants may be obtainable from both to repair and maintain one. The appropriate Secretary of State can make a grant, on the advice of his respective Historic Buildings Council, if the building is of outstanding architectural or historic interest (ie, of national importance). Additionally, an

¹ Section 51, *Town & Country Planning (Scotland) Act 1972*.

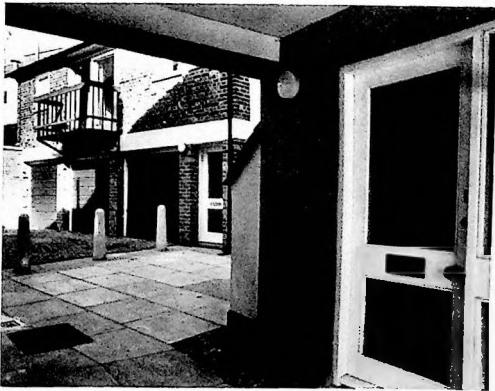
increasing number of 'Town Schemes' are now being set up jointly by the Government and the local authorities concerned, whereby both agree to make equal sums available for preservation purposes over a certain period. From the fund thus created grants are then offered to the owners of old buildings (not necessarily listed) within the area covered by the scheme (normally within a Conservation Area) up to 50 per cent of the cost of the work. That is to say 50 per cent is paid by the owner, 25 per cent by the Government and 25 per cent by the local council.¹

Since the *Town and Country Planning (Amendment) Act 1972*, the Secretary of State, on the advice of the Historic Buildings Council, may make a grant or loan towards preserving or enhancing—normally by way of general environmental improvement, those Conservation Areas adjudged to be 'outstanding'. By mid 1974 there were around 150 such areas and the allocation for Conservation Grant stood at £1,000,000 per annum. Schemes may be submitted by anyone—local authority, voluntary organisation or private individual. Grants are not paid as a fixed proportion of the approved works but can meet any financial shortfall which cannot be met from other sources.

Local authorities are empowered, under the *Local Authorities (Historic Buildings) Act 1962*,² themselves to make grants towards the repair or maintenance of any building of architectural or historic interest, listed or not. In practice this power has been used only patchily. However, a number of local Historic Buildings Trusts, often largely funded by the local authorities concerned, are now in operation (albeit generally on a small scale). However, the Devon Historic Buildings Preservation Trust has been established with a fund of £40,000, of which £25,000 is provided by the County Council. Buckinghamshire County Council has created a

¹ See page 56 for grants under the *Housing Act 1969*; these can be used in connection with historic buildings where applicable.

² Applied to Scotland by section 5 of the *Civic Amenities Act 1967*.



Comprehensive restorations of 3 listed properties in Coggeshall, Essex, by a private owner, to create 5 lettable dwellings.

revolving fund with capital of £100,000.

Beyond these sources of official and semi-official finance, the preservation of our architectural heritage depends upon a typical British amalgam of public appeals and fund raising. Most notable among the national foundations with an interest in conservation is The Pilgrim Trust. The civic pride of institutions with local roots (industry, universities, Rotary etc) can on occasion be focussed upon conservation matters, particularly if a general appeal is launched. Such appeals can produce substantial sums – for example Lincoln Civic Trust has recently achieved a six-figure total. In Farnham, Surrey, a voluntary association, formed to purchase, restore and adapt for use as an arts centre the Maltings which stand on the river in the Conservation Area, raised £30,000 (the purchase price of the buildings) within six weeks by private donations.

North of the Border, the National Trust for Scotland has built up a revolving fund of about £90,000 with which to operate its Little Houses Improvement Scheme. During the first 10 years of the Scheme's operation – often in conjunction with other trusts, local authorities and other corporate owners – nearly 60 properties have been purchased, restored and sold to provide funds for further purchase and restoration, the capital sum remaining intact.

It must always be borne in mind that any physical work on the fabric of old buildings requires expertise and experience. Anyone in doubt about how to obtain professional advice should seek the guidance of the appropriate bodies in Appendix II.

Area Improvement

Britain, like other European countries, has a mass of elderly housing which, though often structurally sound, fails to measure up to present-day standards. It lacks sanitation or hot water or proper cooking facilities or electricity, or all of these. Nonetheless, such housing is valuable not only as an enormous capital investment

but as the familiar framework in which established communities live. Successive Governments have therefore adopted a policy of improving these houses (converting them into smaller units if they are too big) by making grants to landlords or tenants which will cover the cost of installing these amenities, up to a normal maximum of £1,000 per dwelling (see below). *The Housing Act 1971* further extends these principles by increasing the grants available in the Development and Intermediate Areas and in Scotland. The maximum grants available in such areas are shown below in square brackets. These grants are channelled through local authorities (from whom information may be had), who recover a proportion from the Exchequer.

The *Housing Acts 1969*,[‡] make it easier for local authorities not only to improve whole areas of housing but also to improve the environment by providing parking or children's play spaces, planting trees, or regulating traffic. For this purpose the Government will pay a grant of 50% [75%] of the costs incurred, up to a maximum of £200 per dwelling. By early 1974 some 750 'General Improvement Areas' in England and Wales, and 'Housing Treatment Areas' in Scotland had been designated.

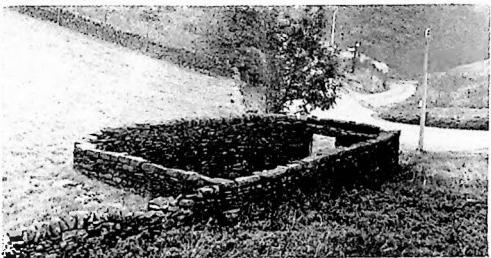
For individual householders, there are two types of improvement grant – '*discretionary*', which allows for a high level of improvement or modernisation; and the '*standard*' grant, which is limited to standard amenities such as a bath, WC or hot water system. Under the 1969 Act,[‡] the maximum for discretionary grants to owners is £1,000 [£1,500] for improvement and £1,200 [£1,800] (per 'dwelling unit') for conversion; that for standard grant is £200 [£300]. 'Special grants' are also available, at the local authority's discretion, for putting standard amenities into houses in multiple occupation.

Fuller Information

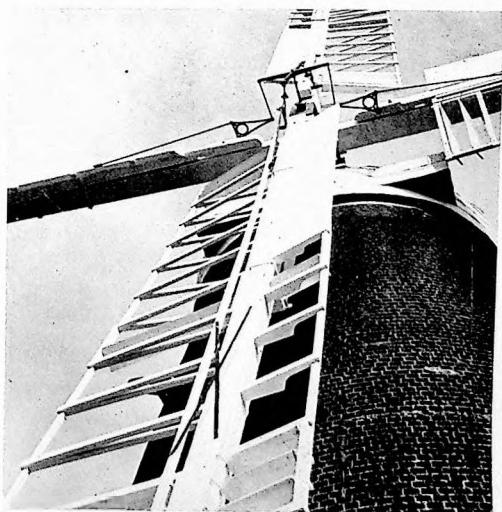
- Appendix I, section 1, 2, 3, 4 and 5
- Appendix II, sections 1 and 2.



Early 19th century cottages in Holywell, Flintshire, improved and converted for use by old people.



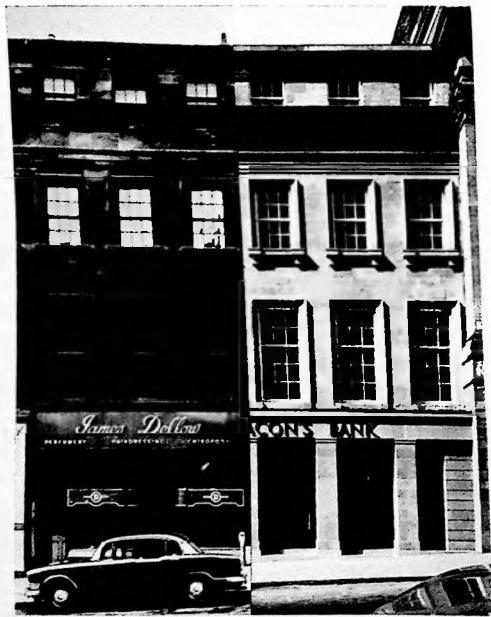
Early 18th century pinfold (a stone pen for stray sheep) restored by Huddersfield Civic Society.



Polegate Windmill restored by Eastbourne and District Civic Society.

Stone Cleaning

Cleaning can be, literally, since clean air legislation made it worthwhile to take the grime off, a revelation. Buildings, not only from the classic periods of British architecture but from the most erratic epoch of Victorian taste, come up showing unguessed-at beauties and unnoticed detail. Nonetheless, the decision to clean



Stone cleaning and restoration can reveal long forgotten architectural features (shown here—two halves of the same building).

should not be a foregone conclusion. The Circus in Bath, now all but totally restored and relieved of its dirt, is a miracle of elegance that reflects the whole spirit of its period. On the other hand, when the Civic Trust designed a large-scale improvement for the centre of Burslem (see page 16), the stonework of the old Town Hall was deliberately left uncleansed as being more in keeping with the sturdy character of the Potteries.

Cleaning can be more than good manners; it may be an essential part of preservation, for grime helps form salts which may break up stone surfaces. The crucial thing about stone (and brick) cleaning is that it is a job *for expert and experienced firms*. It needs doing gently. Remember that it was William Morris's 'anti-scare' campaign which gave birth to the whole preservation movement in this country. Beware of those eager to give buildings a 'new look' by sand-blasting, bush-hammering, rotary grinding and other exciting techniques. Such methods are liable to take off not only the dirt but some of the stone as well, especially if it is in poor condition. The crispness of sculptural and decorative detail may suffer, together with the texture and 'feel' of the surface. These methods are also likely to be more expensive than the safe, unspectacular water spray and stiff brush.

Good stone-cleaning is not cheap (though the more adjoining properties can be tackled as part of a joint operation, the more reasonable the cost will become). Consider it therefore as part of a long-term, overall maintenance programme.

Fuller Information

Appendix I, section 5,

Appendix II, section 1 and 2.

Landscaping

Today we are a nation of town dwellers. But today, also, perhaps by way of reaction, we are beginning to relearn the eighteenth-century art of landscape. More than anything else, imaginative landscaping can restore dignity and pleasure to our surroundings – to housing estates and town centres, to the concrete and asphalt of bus stations and car parks, to areas of waste land, to the sad unkempt fringes of our cities, to lake and river bank and coastline. In this, improvement schemes can contribute much.

The 'landscaping' of, say, a powerstation has advanced considerably from simply screening it with a few shrubs and poplars. The problem begins with the fundamental task of siting the structure where it best fits into the landscape – taking into account all the other conflicting factors like accessibility, availability of water for cooling, and so on. Landscaping a motorway begins with the 'line' itself, before considering the possible advantage of contours and curves to sink it *into* the scene as far as possible – not merely dressing it with flowering cherries. The true practitioners of this art are not over many – only the larger local authorities have a landscape specialist on their staff. But landscape architecture is not something you can usually trust to the local nursery, nor indeed to a landscape contractor unless you are sure he is a good one. Good professional advice is highly advisable (the Institute of Landscape Architects will advise).

In improvement and conservation schemes, landscaping tends to comprise an interplay of four components: trees and shrubs; grass and flowers; hard surfaces, i.e. paving, cobbles etc.; and fencing and walling. Street furniture will often play a part too.

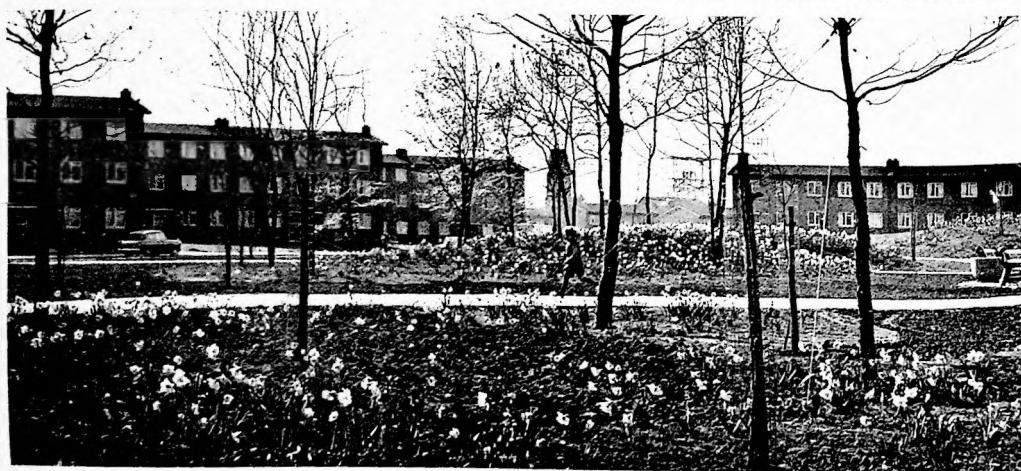
Trees and Shrubs

Britain seems wonderfully rich in trees. But in fact we lost much woodland to the Industrial Revolution and the unrequited fellings of two world wars. Many of the trees planted in the eighteenth century are nearing their term. Square miles of nineteenth-century development lack any trees at all and not all today's big redevelopments are much better. Treepanting is a social as well as an aesthetic good.

As always, the first step will normally be to survey what exists. Civic societies can make an invaluable



Newman tree-mover for lifting and transporting semi-mature trees.



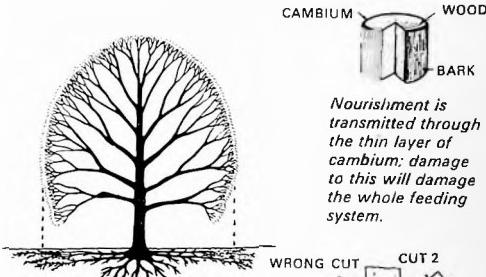
Housing estate, Jarrow, before and after earth shaping and planting with semi-mature trees in a Civic Trust improvement.

contribution here. Every tree is plotted; its species, approximate age and condition noted, with an indication of the special role it plays in the local townscape; gaps that need filling, old or mis-shapen trees that need removing or replacing are listed, as are trees in need of specialized surgery or care. Only with such a survey completed can any rational, overall policy be established by the local authority.

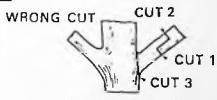
The next task is to look after the trees that already exist. Their protection in public places is a matter for Planning Authorities under the *Town and Country Planning Acts*. They can make Tree Preservation Orders, which preclude the owner from felling without permission, and under the *Civic Amenities Act* an owner who does this can be forced to replace the felled trees. Anyone can ask his County or District Planning Officer to make a Tree Preservation Order on a particular tree or trees; the owner has the right of appeal to the Secretary of State for the Environment.* The *Civic Amenities Act* required local authorities to make planting or preservation of trees a condition, where appropriate, of planning permission for development.

Third, it is necessary to ensure the health and well-being of trees that already exist. They need protection against disease, damage, vandalism and the side-effects of such welcome things as the salt put down in winter to melt the snow. In particular they need careful maintenance — shaping and pruning when necessary by a skilled tree-surgeon rather than the ignorant mutilation still so often seen. (For information as to trustworthy firms, see page 123).

Fourth, above all, new planting is required — both as part of a continuing replacement policy and, additionally, to soften the harsh built-up acres that are treeless. Careful selection is important — for suitability of character and for particular sites, for speed of growth, etc. Careful siting is required in relation to buildings, roads and walls because of the future effect of root growth and overhead spread. Attention for the first year or two



Leaves direct rain to the hair-like feeding roots below; moisture applied round the trunk will not enter the tree's feeding system.



To prevent tearing, when branches are pruned, cuts should be made in the order shown.



Pruning, wrong: lopping to stumps. A mass of straight branches grows from each cut, cuts rot and branches fall. Frequent further pruning will be required.



Pruning, right: thinning out branches at the trunk. Cuts heal over, the tree shape is preserved, and further attention will be unnecessary for many years.



Trees grilles and surrounds: metal, concrete, and sets.

after planting is vital – particularly on what has been a building site – for trees need lots of water when young. Consideration will have to be given to the use of big semi-mature trees: they will cost more – quite a lot more if you are transplanting many¹ – but nothing else can so swiftly screen an eyesore or give such an instant sense of maturity to a new housing estate or civic centre. Bear in mind, too, that the cost of repeatedly replacing saplings killed and uprooted by vandals can be high. There are now a number of firms specializing in this work (some guarantee replacement in cases of loss), and they even have their own Association which requires of them certain standards (broadly, the BSI Recommendations for Transplanting Semi-Mature Trees, BS 4043 1966). In many cases it may be advisable to mix the use of semi-mature trees with saplings and extra large nursery stock.

The city centre presents acute problems by reason of the network of services below ground. To buy a tree may cost a few pounds only – but, by the time you have diverted the cables and the waterworks, built brick pits and all the rest, it may cost many hundreds of pounds to plant it. On the other hand, a single forest tree, cunningly placed at a focal point, can turn an ordinary street scene into a sight to be remembered by several generations.

Fuller Information

Appendix I sections 1, 6, and 11.

Appendix II sections 1 and 3.

¹ Some local groups with a particular concern for tree-planting have their own tree nurseries where stock can be grown on until required, thus considerably reducing costs.

Grass and Plants

Grassing needs more thought than it often gets, as too many housing estates bear witness. To look good, grass, even the tougher varieties for hard wear, needs constant maintenance. Lawns and parks can look marvellous, especially if relatively untrodden, but grass in a confined space is horribly vulnerable to over-use, as any unwatered tennis court will show. If grass is to be used in an important scheme, thought should be given to helping it out with some form of hard surface.

There are ways of keeping people off grass by raising it on brick retaining walls, or putting it in place, where they can't get at it, or even sowing large stones along the edge to deter cars. Best, if a confined area of grass is going to be walked on, think again.

Shrubs are often underestimated. Their variety is enormous. Some are very tough; others are thorny enough to protect grass or discourage vandals; between them they offer a great range of colour and texture. They can be used functionally to divide areas and decoratively to clothe slopes and odd corners. Like trees they need careful choosing for congruity, soil and climatic conditions, and the amount of attention they are likely to get.

Nor should the usefulness of hedges be forgotten. Existing hedges, like existing trees, are often a gift to the designer. Basildon New Town is a good example of development that was able to start with fine hedges that would have taken years to grow. And hedges have the advantage, not negligible in Kent or the North of Scotland or the Pennine region, of withstanding snow.

Paved Surfaces

In her valuable book *Design and Detail of the Space Between Buildings* Elizabeth Beazley lists seven things that paved surfaces can provide: a hard, dry, non-slippery surface; a sense of direction; a sense of repose; an indication of hazard by change of material; a reduction of scale, eg by changes of material or trees;



Floorscape: one, old and demanding conservation; the other, new and elegantly simple.



Granite setts give character to the central island of a traffic roundabout.

a sense of ownership; and a reinforcement of the character of a particular place (not that any particular paved surface is likely ever to fulfil all seven functions). The very variety of possible functions and surfaces is so immense that one must have the objective clearly in focus at the outset.

What variety, cunning and sense of purpose the texture of different hard surfaces can provide. Macadam, asphalt, precast concrete, setts laid straight or in curved patterns, cobbles, aggregates or granite, limestone, basalt, slate and flints, stone slabs, brick straight or in patterns – the range is immense and rather intoxicating. It is best to take a deep breath and remind oneself of the virtues of simplicity. Admirable results can be achieved with even a few lines of old setts or cobbles from a demolition job. And often loose gravel can be laid round trees, or to carry shrubs and pots of plants in places where grass would perish.

Miss Beazley's book gives general and technical information (including specifications and a list of technical publications) not only on paved surfaces but on edges and kerbs, surface drainage, manhole covers and gratings, tree grids, etc.

Walls and Fences

Walls and fences form a strong feature of any landscape, both visually and socially. They not only tell people what may or may not be done, they are seen to do so. Where planting may give a gentle lead, and variations in paved texture no more than a hint, walls and fences direct or forbid. The designer must be clear in his mind whether the object is to show force or tact.

A good wall is well-nigh indestructible. The deterrent effect of a fence may be the same, but the psychological difference between uncompromising total protection and just-as-much-protection-as-is-necessary-and-no-more is considerable. People can often be shepherded by no more than a simple white rail or a low post and chain. Pretentiousness is to be avoided at all costs.

Appropriateness to the purpose, the surroundings and the budget are therefore the prime requisites. Most walling and fencing, balustrading and railing is comparatively expensive; this very expense may save some blunders. As with paved surfaces, the possibilities are almost too numerous – brick or stone, both plain and ornamental, concrete block, wrought iron railings, timber, clay bricks, exposed aggregate, pierced screen, Dri-crete, wattle, bollards, timber and metal, concrete palisade, PVC, ranch walling . . . these are a few. Maintenance *must* be taken into account: some materials rust, some rot, some weather beautifully, some look frightful after the British climate has been at them. Some have to be painted yearly.

Fuller Information

Appendix I, section 6 and 11.

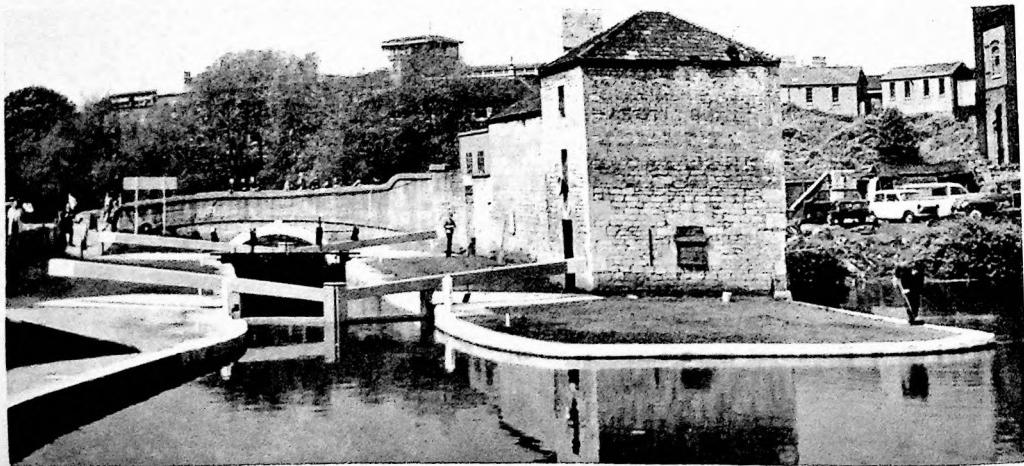
Appendix II, section 3.



Rails and fences simple, sturdy and in character with the job to be done.



Simplicity is the keynote to this park entrance, part of a Civic Trust improvement.



Top, volunteers of the Kennet and Avon Canal Trust at work on Lock 7; above, after restoration.

Rivers, Canals and Ponds

As environmental assets, our waterways have been shamefully neglected. Now, as a result of increased concern with pollution and the need for greater recreational facilities, they are beginning to get some of the attention they deserve.

Rivers

Many a civic society has undertaken a facelift for its local river. Making a path along the banks, clearing rubbish and old bicycles from the water or adjoining fields, creating a pleasure walk with seats, repairing fences, hedges and gates – such measures may involve little more than willing hands, with a modicum of professional advice. A more ambitious objective—for example rejuvenating a polluted river – can be a highly technical operation and need a much more elaborate approach.

The *Water Act 1973* established a National Water Council and ten regional water authorities, of which one is the Welsh National Water Development Authority. These authorities assume the responsibilities formerly vested in the local authorities for sewerage, sewage disposal and the supply of water. The management of rivers is also transferred to the appropriate water authority from the former river boards and catchment boards. The water authorities are responsible for the conservation and supply of water, the provision of public sewers and plant for sewerage disposal, the prevention of river pollution, the maintenance and development of salmon and freshwater fisheries, land drainage and the provision of water based recreational facilities. A Water Space Amenity Commission is established by the *Water Act* to promote the recreational and amenity use of water, consistent with the needs of conservation and supply.

Vigorous river and local authorities, such as the Trent River Authority and the Greater London Council, have already made considerable progress in their efforts to clean up the industrial pollution of their major rivers.

Any proposals for rehabilitating a riverside should be discussed with the District Council and with the water authority on which it is represented.

Canals

Canals are managed, under the *Transport Act 1962*, by the British Waterways Board – except for 500 miles still in the hands of local authorities or private companies. Of the 2,000 miles under the Board's control, about 340 miles are commercial waterways, while a good 1,000 miles ('cruiseways') are now to be maintained for recreation. The Waterways Board has the positive duty of maintaining the cruiseways to a standard of navigability suitable for powered pleasure craft. The cost of doing so was around £1m even in 1965 and volunteer efforts to restore lengths of disused canal to navigation are therefore welcomed; so are money contributions from or through local authorities.

Not only are the capital costs of restoration schemes high but restored waterways have to be maintained. Maintenance schemes are examined by a standing Inland Waterways Amenity Advisory Council (set up by the Waterways Board under the *1968 Transport Act*) in consultation with the Board and any local authorities concerned; the Council then advises the Board and the Department of the Environment. Your local authority therefore is your best point of entry in any scheme touching the restoration or maintenance of a canal; if they seem uninterested, get in touch with the local Canal Manager or with the Inland Waterways

Association Ltd., a non-profit-making company with several thousand subscribing members; it performs for waterways users something of the AA's role for motorists. For all but very small schemes it is probably worthwhile informing the Secretary of the Inland Waterways Amenity Advisory Council, and the British Waterways Board themselves, on the principle that, with any amenity problem, the more interested parties who are aware of it the better. The Board is increasingly involved in joint consultative schemes for environmental improvement with local authorities, canalside industrialists and owners, and voluntary societies. Some 70 such schemes are currently being developed.

The Countryside Commission will be interested in, and perhaps able to advise on, projects on any substantial scale; schemes affecting animal or plant life will interest the Regional Officer of the Nature Conservancy. The Board's *Waterway Environment Handbook* provides a valuable code of practice for all concerned with maintenance, improvement and restoration of waterways.

The National Trust has an interest in the increased use of reservoirs and canals for bathing, sailing and recreation in general. From 1961 to 1964 the Trust sponsored the restoration, by the combined labour of volunteers, servicemen and prisoners, of the derelict 13½-mile southern section of the Stratford-upon-Avon Canal which it now owns and maintains.

A comparably ambitious programme is currently, in hand by the Kennet and Avon Canal Trust, which seeks eventually to restore the whole of this waterway. (See page 66).

Apart from its commercial and leisure use, the canal system constitutes a powerful (if often potential) asset to the environment—in town no less than countryside.

A striking example of how such possibilities may be exploited is offered by the improvements undertaken by the Birmingham Corporation to Kingston Row and James Brindley Walk—two linked canalside schemes in the very heart of the city (see page 69). Previously

derelict and depressing, the area has been transformed by the introduction of new housing, the restoration of old buildings and cottages, the provision of moorings, a new canalside pub, tree planting and landscaping generally. The result, of great character and charm, is seen as only the first phase of a long-term programme that will eventually bring back into use a much larger area of the Birmingham canal system, creating pleasure for countless thousands of city dwellers.

Ponds

All ponds, sooner or later, need cleaning. Bulky rubbish can often be cleared by volunteer labour, but the removal of silt and sludge will probably have to be done by the local council or a commercial firm. Ponds which dry out during the summer, becoming unsightly (and even smelly) as a result, will need to be sealed. One example of local authority initiative in this direction was the sealing of Carshalton Ponds, in a designated Conservation Area, by the London Borough of Sutton in conjunction with the Sutton District Water Company. This was an elaborate scheme, but fully justified by the results.

Creating pools or small lakes is also a rewarding and strangely neglected form of landscaping. Much of the technique (edging to prevent erosion, waterproofing and sealing against seepage with polythene sheet, retention of banks by piles, etc) is described in careful detail by Elizabeth Beazley in her *Design for Recreation*.

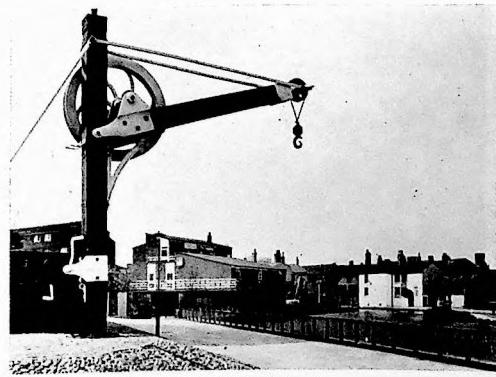
A piece of real nature conservation would be the creation of a wildfowl reserve by planting a flooded gravel pit. An experiment carried out at Sevenoaks jointly by the Wildfowlers' Association of Great Britain and Ireland with the Wildfowl Trust has established, after ten years of planting, a flourishing nesting wildfowl population with some rarities.

Fuller Information

Appendix I, sections 1, 6 and 15
Appendix II sections 1, 3 and 7



Coombe Abbey Regional Park, Coventry: derelict land reclaimed as a children's playground and boating pools.



Kingston Row and James Brindley Walk, Birmingham: restoration of a derelict canal area in the middle of the city as a public amenity.

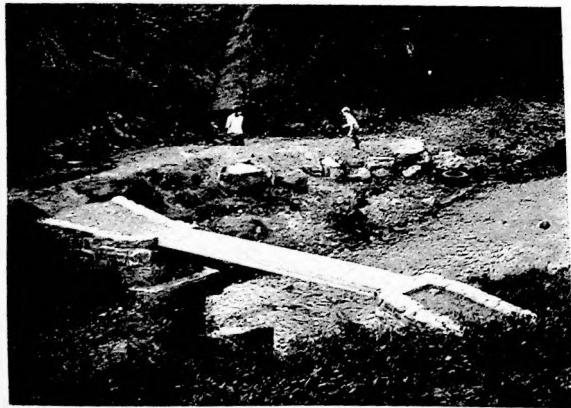
COUNTRY PARKS AND PICNIC SITES



A simple picnic table and bench generally available



Unaffected detailing in Gortin Glen Forest Park Co. Tyrone



Coastal path footbridge, Pembrokeshire: simple and inexpensive.



Off-the-peg footpath sign: sturdy but elegant.

Country Parks and Picnic Sites

Country Parks

Under s.7 of the *Countryside Act 1968*, local authorities have power to create, equip and manage 'country parks'. Such parks 'are intended to meet the needs of town dwellers looking for a change of environment within easy reach' thereby easing pressure on more remote and solitary places, and reducing the risk of indiscriminate damage to the countryside. In Scotland there are somewhat similar powers, particularly in the *Countryside (Scotland) Act 1967* and the *Local Government (Development and Finance) (Scotland) Act 1964*.

The Countryside Commissions define a Country Park as: 'an area of land, or land and water (including coastline), normally not less than 25 acres in extent, designed to offer to the public with or without charge, opportunity for recreational activities in the countryside'. It must be readily accessible for motor vehicles and pedestrians; it must be provided with an adequate range of facilities (parking, lavatories, etc.); and it must be properly supervised, operated and managed by statutory bodies or private agencies or a combination of both.

The Act provides for exchequer grant of up to 75 per cent of approved expenditure on

- (a) the acquisition of land;
- (b) the erection of buildings and carrying out of works (including the provision of parking and access) and their repair and adaption;
- (c) payment towards capital expenditure incurred by an owner of land;
- (d) the collection and disposal of litter;
- (e) the serving of discontinuance orders;
- (f) wardening service.

There is clearly scope here for voluntary groups to make a useful and imaginative contribution to the proper use and conservation of the countryside. Section 5 of the Act specifically states that financial assistance may be paid to persons other than public bodies in respect of approved Country Park projects, if both the Countryside Commission and the Secretary of State for the Environment consider this desirable. Fuller details are to be found in the Commission's pamphlet, *Policy on Country Parks and Picnic Sites*.

Picnic Sites

Similar powers are contained in the *Countryside Act 1968* for the provision of picnic sites (normally much smaller than a Country Park but larger and better than a mere lay-by).

Here, too, it should be possible for an energetic Improvement Committee to play a leading part, not only in creating picnic sites but maintaining them.

Where they exist, picnic sites in Britain are too often fitted out with self-consciously 'rustic' tables and benches, incinerators, litter boxes and the rest. Surely here more than anywhere is there need for the art which conceals art. Furniture and equipment, lavatories and huts, fencing and parking barriers – these do not want to be sophisticated, or indeed anything in particular, but as sturdy, simple and self-effacing as possible. The Countryside Commission publishes a useful booklet, *Picnic Sites*, on how to create such places without 'suburbanising' the site.

Fuller Information

Appendix I, sections 1 and 6.

Appendix II, sections 1 and 3.

Caravan and Camping Sites

Control has become much tougher in the last decade. While the needs, particularly recreational, for plenty of caravanning facilities are recognised, planning authorities increasingly require caravans in any numbers to be organised on properly equipped and reasonably unobtrusive sites, and not to scatter and repeat the caravandalism of the past, especially on the coast.

Any steps to deal with badly placed or careless caravanning, or to make it easier for caravanners to holiday or settle without being a nuisance, are primarily a matter for your local authority, either through planning powers delegated to it or by reference to the local planning authority. Local authorities are encouraged to provide good sites themselves if clubs or private persons do not, and are given government grants towards them. These powers derive from the *Caravan Sites and Control of Development Act 1960* and (in the country) the *Countryside Act 1968*.

Caravan sites in general have to be licensed under the 1960 Act (which exempts the day-to-day holiday caravanner). Big permanent caravans, or mobile homes (along with gipsy encampments), are controlled by the *Caravan Sites Act 1968* (not applicable in Scotland)

and have to be on authorised, properly serviced sites. Planning control favours keeping caravans off open moorland and coastal hillsides, away from well-known beauty spots and off the immediate seaside, in favour of roads and shrubland and sites a short way inland.

'Country parks' (see page 71) may contain camping grounds among other things. There have already been local protests against alleged 'commercialisation' of beauty spots. Sites therefore need careful choice and planning, especially as the job of running them may be given to private developers.

The Caravan Club and the Camping Club of Great Britain have set out in detail the facilities required for their respective types of camp and details of how they should be run. The former has itself sponsored some excellently designed and landscaped camps (eg at Yellowcraig, Dirleton, in East Lothian – a scheme which received a Civic Trust Award) which serve as models for study elsewhere.

Fuller Information

Appendix I, sections 1 and 6.

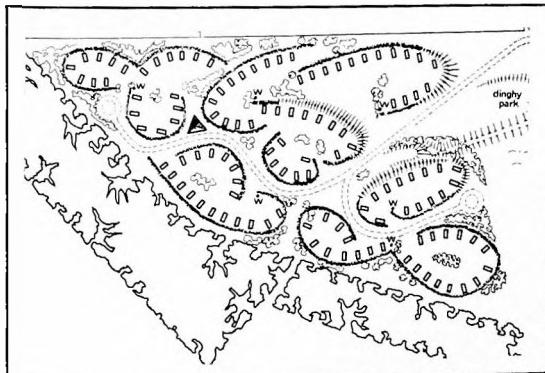
Appendix II, sections 1 and 4.

Footpaths

Since the war, for the first time, we have had legislation to encourage the preservation and use of the 100,000 footpaths throughout Britain, and to create a national

system of long-distance paths for walkers and riders.

Simple? On almost any footpath issue there will be three views: the landowner's, the local authority's



Corner of 7½ acre caravan site at Yellowcraig, Dirleton, East Lothian. Six foot high crescent-shaped banks, linked to existing stands of sea buckthorn, form enclosures to screen and protect the caravans.



Caravan site near Bamburgh, Northumberland. Caravans are placed in natural hollows.



Coastal caravan site in Pembrokeshire, completely enclosed and screened by planting.

and the users' – often opposed, even irreconcilable.

Landowners and farmers have an interest in limiting footpaths, which may disturb forestry or game, or lie across or along ploughed fields where every square yard recovered helps maximize food production. Landowners have a duty under the *Countryside Act 1968* to maintain stiles and gates across footpaths and bridle ways, 25 per cent of the cost being recoverable from the local Highway Authority.

Local authorities are charged with the administrative work. The *National Parks and Access to the Countryside Act 1949* requires County Councils to prepare definitive footpath maps. This has now been done for most of England and a large part of Wales. Maps are in County or District Council offices; and many public libraries.

The *Highways Act 1959* requires Highway Authorities to assist the public's right to use footpath highways and prevent their obstruction. Local authorities can create footpaths by agreement or compulsion. Parish Councils have a right, but not a duty, to maintain them.

The *Countryside Act 1968* requires Highway Authorities to signpost or mark footpaths. It also empowers local authorities to confirm unopposed orders for creating, extinguishing or diverting public paths without reference to a higher level. The *Town and Country Planning Act 1971*[†] gives them similar powers to enable development to be carried out.

Footpaths have been called 'the Cinderella' among the cares of busy and short-staffed local authorities. They are thus a very suitable subject for combined local action, whether it be watchdog action to prevent paths disappearing or creative action to establish and maintain an agreed network.

Obstruction and obliteration of footpaths, if there is a right of way, are offences. In this case there is nothing to prevent an amenity society or improvement committee taking legal action; it will have the active aid of the Commons, Open Spaces and Footpaths Preservation Society and of the Ramblers' Association.

These organisations will also advise on the pleasanter initiative of creating footpaths. It is worth studying the work of the Rights of Way Group of the Chiltern Society which has surveyed over 3,000 footpaths, has produced ten of its own footpath maps and reported in 1972 that all the overgrown paths in the survey had been cleared. Refreshingly they report 'greatly improved relations with farmers and woodland owners' who would rather people walked on designated footpaths than over crops or among livestock.

A variety of bodies between them organise, or advise on, nature trails: the Forestry Commission and its regional Conservators; the Nature Conservancy and regional offices; the National Trust; the Council for Nature; the Royal Society for the Protection of Birds; together with local authorities, natural history societies and conservation trusts.

Some County Councils (Cornwall, Isle of Wight, East Suffolk and West Sussex, for example) and at least one National Park Planning Board (the Peak) are planning the conversion of stretches of disused railway line into bridlepaths or walks. Despite one or two windfalls (Staffordshire were given an old light railway, now a riverside walk) this usually means negotiating with British Rail, who have to get the best price they can. It is normally a task for a public body, though volunteer groups could help with surveys and landscaping.

Similarly, creating long-distance paths is an intricate operation initiated by the Countryside Commission, involving slow and arduous work by local authorities, and final approval by the Secretary of State. Eight are open — the Pennine, Cleveland, Pembrokeshire Coast, South West Peninsula Coastal, Ridgeway, Offa's Dyke, North and South Downs Ways. Seven more paths are proposed including two extensions to existing ones.

Fuller Information

Appendix I, sections 1, 7, and 13.

Appendix II, sections 1, 3, and 4.

Playgrounds and Play Spaces

The first need is land, either purchased by or from the local authority (or other landowner) or received as a gift. It may be cleared waste land. It may be a natural playground with existing trees and shrubs. The important things are that it should be as near the children's homes as possible (or it may not get used) and that it should be safe from traffic (otherwise mothers may not let the children use it). If this is impossible, getting the council to designate a play street and closing it to traffic may be the better course.

Three brief paragraphs from a Ministry of Housing publication *The needs of new communities* cover the main essentials:

'There are three new trends in the provision of play facilities. Whilst swings, slides and other mechan-

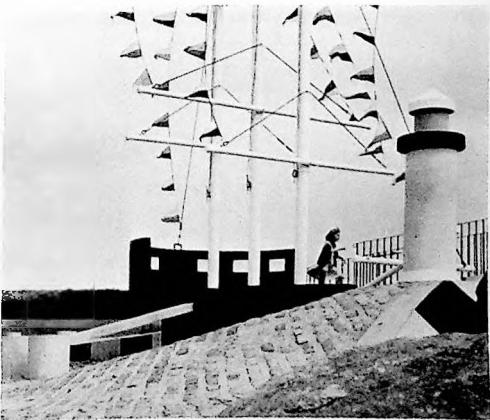


Simple, sturdy equipment from manufacturers.

al equipment are still popular with children, attempts are now made to fit these into the landscape instead of placing them on a flat, hard surface. Slides can be let into a bank, and children can climb artificial hills made from excavated materials left on the building site.

Secondly, there is a growing recognition that children very quickly tire of fixed equipment, and if they are to be absorbed for long periods they need opportunities for imaginative games, to use sand, water and earth, to build camps, light fires, make things with their hands, and have access to wood and nails, paint and clay.

Thirdly, there is the recognition that such things are possible only if there are friendly adults to



Possibilities for imaginative use built in at the outset.

supervise (but not organise) these activities, and to be responsible for the equipment. A trained play leader knows how to encourage and help a child who may not be getting sufficient encouragement at home.'

Lady Allen of Hurtwood's advocacy of adventure playgrounds is well known. Her publications state the case with vigour and feeling. Where these are most needed – that is to say, in the overcrowded city – their visual integration with their surroundings requires careful thought if informality is not to slide into squalor. In any type of playground the simplest ingredients –

felled tree trunks, lengths of conduit for crawling through, planks and stepping stones – are the best, provided that a designer's imagination has transformed them into something more than themselves. New ranges of imaginative and well-designed manufacturers' equipment are now coming on to the market (the Design Council will advise).

Fuller Information

Appendix I, sections 1 and 6.

Appendix II, section 3.

Waste Land

In Britain as a whole, there are over 125,000 acres of officially defined derelict land. Restoration of dereliction on any large scale is likely to be outside the scope of voluntary schemes, though quite substantial programmes of planting have been successfully undertaken by volunteer groups. It may be noted, however, that Government grants are payable to local authorities toward the cost of acquiring and improving such land – at 75 per cent in specified 'derelict land clearance areas'; at 85 per cent in the Development Areas; 75 per cent in the National Parks and Areas of Outstanding Natural Beauty; and 50 per cent elsewhere. Grants would also be payable towards preserving and enhancing features of scientific, historic or archaeological interest (including industrial archaeology).

But what of those degraded areas of uncommitted waste land which do not fall within the official definition? There is wide agreement that the official figures do not fully reflect the real extent of environ-

mental dereliction. It is in connection with such areas that smaller-scale efforts at improvement can be most fruitfully directed. Much of the land in the Lee Valley, subject of the Civic Trust report which gave birth to the Lee Valley Regional Park Authority, was of this kind. Similar areas are to be found on the outskirts of all big cities – and even much smaller towns. Improvement Committees and amenity societies can bring imagination to devising new uses for such waste land, and assist the authorities concerned by bringing public opinion to bear upon the need for action. They can themselves tackle the improvement and tidying up of small plots as pilot schemes for larger projects (for the use of volunteer labour, see page 100).

Fuller Information

Appendix I, sections 1 and 6.

Appendix II, sections 1 and 3.



Land used as an unofficial rubbish dump, given to Bredbury and Romiley UDC and landscaped by the Council. The trees were given by a local nurseryman



Small but effective improvement at Mottram-in-Longdendale, by the local Civic Society.



London Street, Norwich - closed to motor traffic

Vehicle and Pedestrian

Trunk roads are the responsibility of the Department of the Environment¹². Other roads come under the appropriate Highway Authority – County or District Council as the case may be. In London responsibilities are divided between the GLC and the London Boroughs.

Most projects involving construction – road-widening, roundabouts, flyovers and such things – are covered by the *Highways Act 1969*. To qualify for government grant they need government approval. Ordinary street maintenance comes out of the rates. Most arrangements for traffic regulations – such as one-way systems, peak hour clearways, tidal flow, limited period parking and the provision of car parks – come under the *Road Traffic Regulation Act 1967* as amended by the *Transport Act 1968*.

Nothing touching streets, roads, traffic, parking and street lighting can be done without the local council's consent. It is the County or District Engineer's job to see that these things function properly, so do not try to sell him ideas, however pretty, which do not work.

Most transport improvement schemes will aim to help appropriate traffic flow, to exclude inappropriate traffic (eg through traffic and heavy lorries), to make it easier to go on foot in the town and to improve parking. The famous Parker Morris Report of 1961, *Homes for Today and Tomorrow*, stated the need for

The segregation of pedestrian footpaths and cycleways from roads carrying motor vehicles . . . also for cul-de-sac vehicular approach to residential development, so that vehicles adopt low speeds in the vicinity of homes so that through traffic does not approach them at all¹³.

Ministry of Housing and Local Government Planning
Bulletin 4, *Town Centres, Current Practice:*

'Being built so that the pedestrian can move about freely and safely. That means keeping traffic out of the main shopping streets. This is probably the most important innovation in town centre design since the war.'

To create traffic-free areas in a development designed from scratch is one thing; to alter the traffic pattern of an existing town is quite another. Nonetheless, most big cities and many smaller towns are struggling with these problems in their different ways. From their experience—their failures no less than their successes – much can be learnt.

It is unlikely that even outline traffic proposals on any scale can be put forward by an unofficial body without technical and professional advice. However, a good many such groups have managed to make their mark by employing a consultant, if not through having specialists among their own numbers. More limited proposals – the closing of a street or square to traffic, management schemes by which access is allowed to an area only by certain types of traffic (usually buses, taxis, cycles and delivery vehicles) during certain hours, the elimination of on-street parking – these are often within the bounds of possibility and may be discussed profitably with the District Engineer and, where appropriate, with the public transport undertaking and the Regional Controller (Roads and Transportation of the Department of the Environment). Valuable surveys have been made by local societies and groups (including sixth-formers) on such things as pedestrian movement in central areas, the driving and parking habits of heavy lorries, origin and destination patterns. Essential with any such operation is to get the framework established by a technical expert.



Discreetly sited car parking in Chichester: trees, old walls, changes of level, archways, and unobtrusive entrances

The *Transport Act 1968* made it possible to undertake many such operations, previously permissible only on grounds of safety, for amenity purposes. As experience is gained in the actual establishment of pedestrian streets, moreover, the attitudes of those previously hostile to the concept are changing. Shopkeepers have long been suspicious of pedestrianisation schemes, but where these have been introduced with care – as in London Street, Norwich – trade has improved. In such cases the motoring organisations, too, have reported themselves well satisfied with the results.

Almost any improvement scheme – even if basically concerned with something quite else – is likely to require to be related to present and proposed traffic plans. For example, it would be unprofitable to lavish effort on redecorating a street which is likely shortly to be blighted by the rerouting of heavy traffic through it.

Parking

In conservation, and other visually sensitive areas a deliberate policy is needed to reduce and if possible eliminate parking from streets and squares. Some lucky towns are loosely enough organised to digest a large number of cars unobtrusively among buildings and trees, or without disfiguring fine stretches of open space (Chichester is one). Some have chosen large scale and expensive solutions such as multi-storey car parks but these are often out of scale and character with their surroundings. A few pioneering towns (Nottingham and Oxford for example) are actually discouraging parking in their centres and providing car parks in the suburbs with public transport into the centres – a policy known as 'park and ride'. In many towns however it remains all too common for cars to be stuffed anyhow on to every odd patch of carriageway, pavement, town square, vacant land, waste ground or undeveloped space, with as much care for appearance as a scrap yard. How many towns can truthfully boast that none of their car parks is an eyesore?

Laying and landscaping car parks of any size is not cheap but much can be done by retaining attractive features like trees, shrubs, good stone setts or slabs, mellowed walls; by screening with trees or bushes or hedging or woven wood fencing rather than wire. Planting trees and shrubs in a roomy park can only benefit its appearance.

Siting can often 'lose' a car park to a surprising degree, particularly by judicious use of the contours and changes of level. If a park is full out in the open, earth or rubble banking (which can be grassed), or a low brick or stone wall to continue the building line, can break up a big area into smaller bays and effectively screen the whole at normal eye level.

Detailed will have much to do with the 'feel' of a car park – bollards, posts, lighting, litter bins can so easily look scruffy. Parking bays, circulation areas and edgings should be very clearly defined, to avoid jostling. Any car park looks better for variations of texture, as offered by setts, cobbles, good brick or stone edging; or, if the surface is tarmac, different aggregates can mark the different areas. Precast open slabs are now available which permit the grass to grow through – thus avoiding the picture presented by an island of concrete or asphalt in an otherwise green landscape.

Some general points: trees should be 'non-shed' varieties – exclude limes and glue-exuding species; signs should be few, well-sited and well-painted; litter bins are essential; and why do so few car parks have seats for those meeting friends and awaiting the driver with the car keys?

Fuller information

Appendix I, sections 1, 6, 8, 11, and 12.
Appendix II, sections 1, 3, 5 and 6.

Abandoned Cars, Bulky Rubbish and Litter

The growing tendency of mechanised man to divest himself of whole, or nearly whole, vehicles on the public highway was halted by the *Civic Amenities Act 1967*. This gave powers to Borough and District Authorities to remove and dispose of abandoned vehicles and other bulky refuse. If they fail to find the owner, or the owner when found fails to comply with an order to do something about it, they can dispose of the vehicle as they think fit (eg, on a dump or to a vehicle dismantler or a scrap merchant) and recover the expenses. Other bulky refuse, such as iron bedsteads and old prams, is similarly covered and the authorities are required to provide dumps for such refuse (other than 'business refuse') which is too much for the householder's dustbin. Unauthorised dumping can incur a fine of up to £100 for a first conviction, and up to £200 or up to three months in prison for a second.

Although the number of 'bangers' on the verge has decreased significantly as a result of the *Civic Amenities Act*, it is still possible to find mountains of tins, bottles and similar rubbish in country ditches and on urban waste sites. We drop 570 tons of litter in the New Forest every year. No other country, they tell us, is so bad about litter, except America. It seems, basically, to be a reflection of conspicuous consumption in affluent countries. In Turkey, Elisabeth Beazley points out, a discarded bag or bottle is picked up and *used*.

There are three interlocking factors in the physical problem – the actual volume of rubbish to be dealt with in a particular area; the adequacy of the facilities provided for its disposal (litter bins, incinerators in rural sites, official disposal dumps for bulky rubbish etc); and the frequency with which bins and temporary dumps (eg of boxes, cartons, sacks etc. left on the

pavement after the street market, or after closing time by shops and restaurants) are cleared.

The amount of litter in an area may fluctuate wildly (historic towns and beauty spots in the tourist season, a point-to-point course used several times a year); in such cases the provision of additional temporary receptacles and a concerted clean-up afterwards are probably as much as can be done. Much more disturbing is the unacceptable level of litter that remains constant. This suggests an inadequacy of litter bins and/or inadequate clearance by the local authority. Pressure can be brought to bear for more (and better?) receptacles (the Design Council's illustrated catalogue *Street Furniture from Design Index* shows a wide range of approved designs) and/or for an improvement in the refuse disposal and street cleaning services.

On paper, there is a stick with which to beat the litterbug. In practice, the *Litter Act, 1958*, which makes litter-dropping an offence punishable by a fine of up to £10¹, is more or less a dead letter (around 400 prosecutions over 13 years). (Have you the courage to give a litterbug in charge – even if you can find a policeman?). Fines of up to £100 can be imposed under the *Dangerous Litter Act 1971* (dangerous litter is litter which may result in injury to persons or animals or damage to property). Bear in mind, too, that certain forms of real vandalism are now liable to be quite heavily punishable under the new *Criminal Damage Act*.

The real answer, of course, lies in a change of public attitudes. 'Education is probably the only long-term solution' says the Countryside Commission in its booklet *Picnic Sites*. The 'Keep Britain Tidy Group' beavers away at the nation's schools and has something like 7,000 School Committees in receipt of its pro-

paganda material. Science might provide additional solutions. But it was reported that research into self-destroying plastic for containers had stopped because the Department for Trade and Industry would not renew its grant.

Failing all this, there is nothing for it but to keep plugging away at the sordid end result of our apathy. Amenity societies and volunteer groups can usefully serve their neighbourhood by organising 'litter drives' to clear unofficial dumps and areas of particular townscape or landscape value (the local Council will usually help with a lorry). Why not for example, instead of a sponsored walk for charity, sponsored litter-

gathering? Payment could be by the pound of litter, rather than the mile walked. This could kill two birds with one stone - funds for charities and a tidier environment. A further thought: official dumps and collection centres frequently themselves leave much to be desired and offer a natural target for screening (trees, shrubs and fences) by local groups. (See also under *Volunteer Labour*.)

Fuller information

Appendix I, sections 1, 9, 11 and 15.

Appendix II, sections 1 and 7.

Overhead Wires

Demand for electricity roughly doubles itself every decade. Administratively, the generation of electricity is carried out by the Central Electricity Generating Board, who route and build the 400 kv cross-country lines by which it is distributed nationally and the 275 kv lines which bring it into cities. The high-voltage current is sold to 12 Area Boards who supply it locally, at appropriate lower voltages, for industrial and domestic consumption. The steady tendency has been for grid transmission to employ fewer, higher-tension lines on higher pylons. The country is now largely covered by a 400 kilovolt supergrid carried on pylons about 165 ft high. It is proposed eventually to step up this to 750, and perhaps 1,000, kilovolts - which could mean fewer, but bigger intrusions into the landscape.

To persuade CEGB to underground, or even reroute, one of these lines, even if it does pass over a particularly fine stretch of countryside like a river valley, is a tough proposition. Such action is really costly. The more

power in the cable, the higher the ratio of the cost of undergrounding (which involves elaborate insulation) to that of carrying the lines on poles or pylons (which needs no insulation but air). This differential ranges from perhaps 6 times as much for the 11 kv line used in many Lake District valleys, to something like 20 times as much for 400 kv, which the CEGB usually estimates costs about £1m a mile to lay underground. These figures of course vary according to the nature of the job, but there is reason to believe that the CEGB tend to use an over-generous flat rate based on extreme loadings which lines never have to take.

This does not mean that nothing can be done. Under section 37 of the *Electricity Act 1957* the CEGB and the Area Boards, in routing their major transmission lines, are required to have regard to amenity. They also have to get planning permission for their routes, and if there are local objections of sufficient weight to a major line, there will be a Public Inquiry conducted



Overhead wires in Lavenham, Suffolk, rerouted and put underground by the Eastern

by an Inspector of the Department of Trade and Industry (which, some reshuffles ago, swallowed the old Ministry of Power).

Local Planning Authorities, and amenity organisations, usually, though not always, resist overhead power line proposals for their effect on amenity. The Boards sometimes choose the routes very carefully, taking professional landscaping advice, and sometimes do not. There have been several instances of the Minister of Power ordering Boards to reroute their lines to avoid, for example, going along the top of the Sussex Downs; on occasion even to bury them for short distances notwithstanding the cost. For a local amenity society effectively to resist proposals which seem damaging, it will need good professional advice (consulting engineers, estate agents and valuers, landscape

architects and, if possible, an economic analyst) and possibly counsel to represent it at the Public Inquiry. All of which costs money but is likely to prove worth it. Proposals should be well publicised, and the Royal Fine Art Commission can be asked to take an interest.

With the lower voltage lines used for local distribution the problem becomes easier. Lines which need unscrambling in towns and villages, often crossing and recrossing the street in a mad way, are likely to belong to the Area Electricity Board or the Post Office (which is the biggest single user of electricity in the country) or a mixture of the two. Both bodies have a reasonably good record of co-operation in efforts to tidy up the local, low-voltage wirescape, provided that no vast expense is involved. Policies vary from area to area. Between 1966 and 1971, the Eastern Electricity Board



Electricity Board, the Post Office and the County Council

spent over £200,000, in conjunction with the County and local Councils concerned, on removing overhead wires from the main streets of a number of towns and villages in East Anglia¹. The solution usually lies in re-routing the lines behind rather than in front of houses, in some sharing of poles, or in undergrounding them and, where possible, sharing the trenches. It sounds simple, and sometimes it is; elsewhere years of patient effort and rigorous hagsetrading may be involved. But how worthwhile the results!

There is also the problem of TV aerials and masts. Almost everywhere an unsightly crop clutters the roofline. However, New Towns have wired their houses for TV from the start and have arranged for their older houses to be connected to a relay system operated

¹ Their budget for this purpose in 1970/71 was £125,000.



Communal TV mast in Lacock

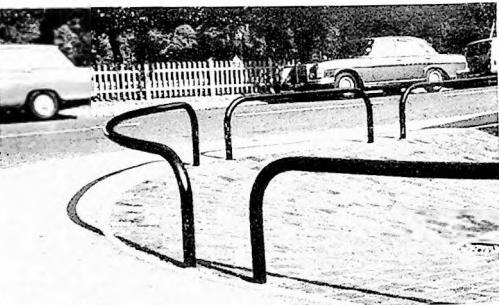
by one of the commercial companies. In most new blocks of flats and many new housing estates a central distribution point for piped TV is normal nowadays, and the householder can choose his own set. Where an older area is in single ownership – one of the big Estates or (as with the village of Lacock) a body like the National Trust – a communal mast can be installed by the landowner. And why should not the local authority, in areas of particular quality, do likewise?

The new UHF aerials, incidentally, are very much simpler and less obtrusive, and are to be encouraged in appropriate reception areas.

Fuller Information

Appendix I, section 10 and 12.

Appendix II, section 1 and 6.



Some items of well-designed street furniture. The Design Council publishes a full, illustrated Index of the best available.

Street Furniture

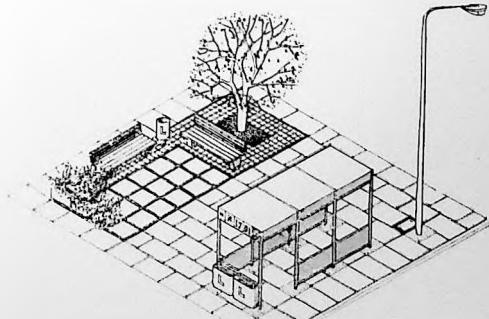
This is the generic name for all the utilitarian objects and structures placed on or in the street by the many authorities having a responsibility for our welfare: bus shelters, litter bins, railings, street signs, transformer boxes, telephone kiosks, traffic lights, bus stops, seats: the list can be prolonged almost endlessly. (See also *Street Lighting, Signs and Lettering, Outdoor Advertising, Overhead Wires and Landscaping*).

Street furniture requires, first, to be efficient. Beyond that, it should be well designed in itself and, above all, grouped in an orderly manner. Almost any facelift in any urban area, almost any local authority proposals for a Conservation Area, must involve some rationalisation of street furniture. The problem here lies in the multiplicity of authorities, departments and public utilities concerned: for example, the Highway Authority (lighting, traffic signs, guard rails, sand bins etc); the Post Office (kiosks, pillar boxes and telephone wires); the local bus company (shelters, stop signs); the Parks Department (seats, flower bowls etc); the Electricity Board (transformer boxes etc); the motoring organisations and local bodies (various types of signs); and so on and so on. It is no single authority's responsibility to plan the siting of these things as a whole.

These are some of the things to be done. First, a detailed survey. The design team must look at the streets involved as if they had never seen them before (it can be an advantage if they haven't). Each item of street furniture is plotted on the map and checked for its usefulness, its intrinsic design and its siting. Street lights can be wall-mounted to enable their columns to be removed; signs of all kinds can be clarified and redesigned – many can be wall-mounted; transformer

boxes can be put underground or tucked out of sight; traffic signs can sometimes be combined (or even eliminated). Tatty items can be refurbished, renewed or redesigned; old wire netting can be removed; untended corners and frontages can be spruced up; overhead wires can be rerouted; inappropriate outdoor advertising (including massed window stickers) can be removed; fascias can be redesigned; much redundant junk – old brackets, fixing blocks, surface wires, junction boxes, guard rails, vent pipes etc – can be scrapped. Almost everything can be repainted.

For information on well-designed street furniture, go straight to the Design Council's illustrated catalogue of *Street Furniture from Design Index* (a new edition comes out every two years). It contains details, with specifications and manufacturers' names, of a constantly



Street furniture needs to be grouped in an orderly way.



Where possible, street furniture should be designed into the fabric of the street—before and after a Civic Trust improvement in Burslem.

expanding range of approved items. The Design Council's industrial officer concerned will advise on availability, performance standards and special requirements.

However, the very best street furniture will look a mess if it is not properly sited. There is no short cut here. The scheme architect and his design team, having rationalized things on plan, must persuade all the bodies concerned to adopt his suggestions – and, since there is no one else to take overall charge, must be on hand when the work is being carried out to ensure that items are correctly positioned in relation to their use, to the architecture and to each other.

There are two main principles. The ideal solution, wherever possible, is to build things into the very fabric of the street scene – to construct the seat that is required into the recess of the wall that backs it; to wall-mount signs rather than insert yet another pole into the pavement; and so on. Where this is not practicable, items must be grouped in an orderly fashion. It may, for example, in an extensive scheme in a busy area, be possible to construct a continuous canopy below and into which the bus shelter, telephone boxes, guard rail, seats, notice boards, litter bins etc. can all be inserted.

Not all designs, however good in themselves, are right for every setting. For example, there is a dearth of very simple and unsophisticated items (eg bus shelters) for the village green and country lane; there is not as much choice as one would like of lighting fittings appropriate to historic settings. Bear in mind, therefore, the possibility of commissioning new designs for special circumstances (but *not*, please, 'rustic' and pastiche 'period'!).

Fuller Information

Appendix I, sections 6, 10, 11, 12, 13 and 14.

Appendix II, sections 1 and 6

Street Lighting

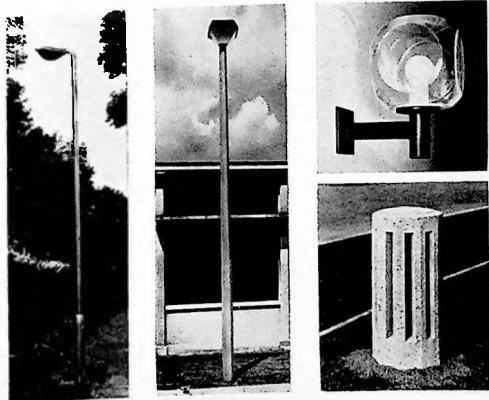
Responsibility for street lighting is vested in the local Highways Committee, advised technically by the District Engineer. Street lamps are not subject to planning control. However, grant aid by the Government is payable in respect of lighting for Class 'A' roads, provided that the lighting columns used have been approved by the Design Council.

The BSI Code of Practice 1004 recommends both the appropriate intensity of light and normal mounting heights (9.1-12.2m (30-40ft) for 'A' roads and 5m (16ft) for 'B' roads). Mounting heights have been increased steadily in recent years and 'high mast' lighting (of 100ft or so) is now fairly common at multi-level and other large-scale intersections. Higher mounting (and light sources of increased power) usually mean a reduction in the number of columns necessary.

Three aspects of a complex problem are usually of particular concern in improvement schemes: the daytime appearance of the columns and lanterns; the possibility of eliminating columns altogether in narrow streets and 'amenity' areas by wall-mounting; and the quality, or colour, of the light itself (differing running costs will be a factor in the choice of a light source). Great improvements have been made in design and good ranges are now shown in the Design Council approved list. Wall-mounting creates extra work for the District Engineer (all those wayleaves) but has been conspicuously successful in many towns (and not only in narrow streets for that matter - Princes Street, Edinburgh, has been transformed). Colour-corrected mercury is a good source to use in areas with a lot of paintwork and where a good colour rendering is desirable.

What is right for one type of area will not necessarily be right for another. The central area of the city (Piccadilly, say, or Sauchiehall Street) will pose different problems from those of the small town or village High Street; a Conservation Area (perhaps a Cathedral Close, or the Inns of Court) will require different treatment from a suburban housing estate or a village green. In making a choice for a particular setting, consideration should be given to the *scale of design*.

The first of these will be predetermined in main thoroughfares by statutory and other considerations, but in pedestrian and 'amenity areas' there will be considerable latitude. Material normally means con-



Lighting from the Design Council Index.



Lighting equipment should be sited discreetly, switch gear hidden (top). In new building, fittings can be made part of the design like the vertical strip lighting (above).

Lighting of different types in a Civic Trust improvement in Hemel Hempstead.

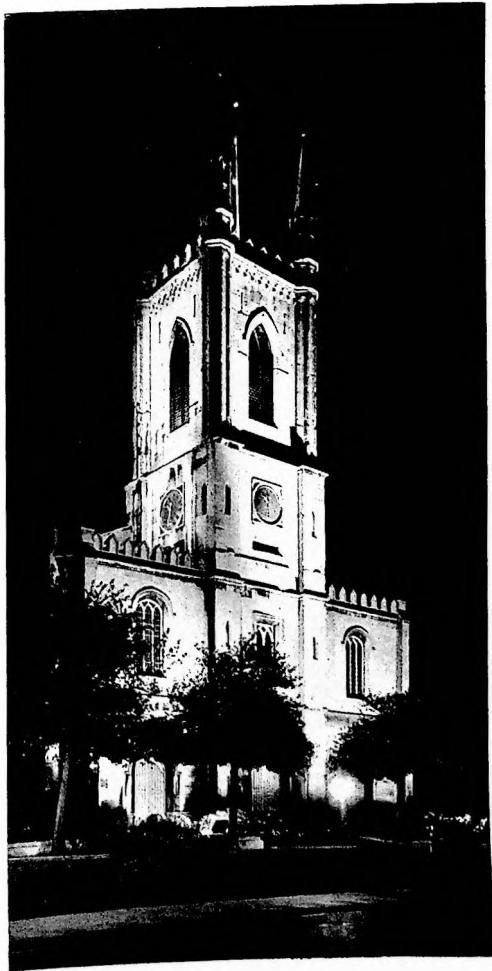
crete or metal. To generalise, it may be felt that the former is suitable for many large-scale urban settings but less so in a more intimate setting – in a Georgian Square or against rustic stonework. On the other hand the very elegance of a metal column might look mannered in a rustic setting – every case must be considered in its own right. So, too, with colour. An anodized silver finish which might be very suitable for a seaside promenade would look meretricious against mellow brickwork; a light colour that looked well against modern curtain walling would look obtrusive in the blackened cities of the industrial north. When painting an installation, the aim in general should be to 'paint it out' with a dark, neutral colour. 'Character' is not easy to analyse but to take an extreme example: saucy little bowl reflectors which would be right for a Fun Fair would clearly be inappropriate at the entrance to Westminster Abbey.

In working out a new lighting system the great thing is not to do it by rule-of-thumb. Schemes can only be properly integrated into the street scene if each item is positioned, not only in relation to the rest of the scheme but in relation to the architecture. Wall-mounted lanterns must be placed properly in relation to the detailing of the buildings to which they are affixed. A gap in the building line may create a pool of shadow which can be relieved by a totally different kind of lighting – floodlighting bounced off another building, the use of illuminated bollards, cornice lighting, etc. When wall-mounting, avoid long outreach brackets; such a system will always look better integrated into the street if brackets are minimal – a mere foot or two. It is important to carry all wiring out of sight, hide switch-gear internally or behind projections, and so on; it means more work but is essential for good appearance.

Fuller information

Appendix I, sections 10, 11, and 12

Appendix II, sections 1 and 6.





Parking sign neatly placed in relation to the architecture



Two well lettered signs



It is often possible to simplify existing traffic signs—as here—in Hemel Hempstead



Signs and Lettering

Signs are a main source of visual chaos in the street scene. Most likely to demand consideration in an improvement scheme are: traffic signs of all kinds, including street direction signs, parking etc; and shop fascias, illuminated signs and the other items that go with retail trading and services.

Siting of main and through road traffic signs is the responsibility of the Highways Authority in consultation, where appropriate, with the Regional Controller (Roads and Transportation), Department of the Environment. Street names and numbers are a municipal responsibility—in London that of the individual London Boroughs. Government departments (and their local offices) are their own masters. The private property owner or shopkeeper is subject to advertisement control, where this applies (see also page 97).

Traffic signs

Their design is standard, and their types prescribed by Government regulations. There are many survivals, on non-primary roads, of bygone systems but on primary roads all signs should now accord with the 1963 recommendations of the Traffic Signs Committee under Sir Walter Worboys, embodied in the *Traffic Signs Regulations and General Directions 1964*.¹ Motorway signs stem from another committee under Sir Colin Anderson which reported in 1960.

Responsibility for ensuring correct standards of signing on all-purpose roads rests with the Highways Authority: only they can erect traffic signs or allow them (for example the temporary ones put up for special purposes by the AA and RAC) to be erected.

¹ Some speed limit signs are prescribed by regulations made in 1962.

The police, however, have certain responsibilities, mostly in connection with enforcement and control and woe betide the authority which does not site its signs in close collaboration with the Chief Constable. The AA can represent the motorist's point of view. The Department of the Environment*, through its Regional Controller (Roads and Transportation), has overriding powers to require the erection or removal of signs and is responsible for signs on motorways.

There are three main classes of traffic sign :
REGULATORY (both mandatory, eg *Turn Left*, and prohibitory, eg *Stop*), all of which are circular except *Give Way*, which is a triangle;
WARNING (eg *Cross Roads*) all with one or two exceptions triangular; and
INFORMATORY (eg *One-Way Street*) mostly rectangular, though *direction* signs are usually a blunt arrow.

Mandatory signs are blue, prohibitory and warning signs are red, informative signs are blue, like motorway signs; all-purpose road direction signs are green for primary ('A') roads, black-on-white for non-primary ('B') roads. They are all in the Highway Code. The symbols and letter-form system are a version, by a British designer, of those agreed (but not by us) at a world conference in Geneva in 1949.

The bible of traffic signs is the Ministry of Transport's massive *Traffic Signs Manual* in 14 parts or chapters. It is very bulky but embraces everything to do with signs and road marking, including construction, maintenance, illumination etc. Appendix II of Chapter I contains all the Statutes and Statutory Instruments which apply. A manual of the old Ministry of Transport, *Roads in Urban Areas*, contains advice on siting.

Generally, one large sign (and the changes of recent years have greatly increased the size of traffic signs) is preferable to a plethora of small and confusing ones—and not merely from the point of view of the driver. However, there is a widespread feeling that the standard sizes are out of scale in many villages and historic town centres, and the criteria laid down in *Traffic Signs, Circular Roads 31/68*¹ may provide an opportunity to reduce sizes in such areas.

There is considerable scope, too, in an improvement scheme for resiting signs so as to reduce the visual damage they do to their surroundings; for wall-mounting them in ways that respect the architecture; for combining them so as to reduce the number of poles—and sometimes for eliminating them altogether. Yellow lines can be unsightly in a village or historic town centre, particularly over setts and cobbles. Alfriston, in East Sussex, obtained a special dispensation from the then Ministry of Transport to employ a single yellow line of 3" width instead of the usual 4".

All these things, however, can only be done with the approval of the Highway Authority and, if necessary, the Regional Controller (Roads and Transportation). Talk your proposals over in the first instance with the local Council Engineer or Surveyor.

Street name plates

These are the responsibility of the local council.

Anyone who has driven in continental towns will probably agree that, though their street nameplates may not be more legible than ours, they are more consistent in positioning, height and frequency. Not only is the incidence and siting of street naming erratic in Britain, but its styling varies enormously. As for house numbers, they are becoming rarer and rarer on new buildings. You can walk a quarter of a mile along some streets (Victoria Street, London, is one) and find not more than a single house or shop number.

¹ Scottish Development Department Circular No. R.198.



All this is something usefully taken in hand in any improvement scheme. Wherever possible, keep the nice old plates of the past which are so full of character when compared with our anaemic equivalents. Seek the services of a qualified designer if new ones are required (the Design Council will advise). Bear in mind that old numerals for doors, for example, can be recast and made freshly available (as has been done by a street association in the Georgian New Town of Edinburgh).



Shop fascias and small-scale clutter

Compared with many other countries, Britain has come to terms with her outdoor advertising. Nonetheless, there are few shopping streets which do not suffer from a rash of ill-designed fascias, projecting signs, window stickers and all the other notices and advertisements that accumulate around the trading process. They vary from the overexcited to the almost unnoticeably dull; much seems to have been designed not so much to attract custom as to reassure the shopkeeper.

Most carry deemed permission under the advertisement regulations (see *Advertising*).



There is a general consensus that this clutter is apt to proliferate undesirably. The 'sponsored' shop fascia, the greater part of which forms an advertisement for some nationally branded product, rather than indicating the name and nature of the shop; the mad palimpsest of 'give-away' tin signs, stemming again from national advertisers; the indiscriminate use of flyposting and window stickers—these are generally recognised as defeating their own object. The outdoor advertising industry itself has produced a 'Clutter Code' for shopkeepers and has mounted a campaign to try to enforce this in certain areas. All too often, traders, on their side, rip out stylish pre-1914 fascias



and signs in robust gilt lettering on an early form of armoured glass, under the impression that the weak and cheapjack lettering that replaces them is an improve-

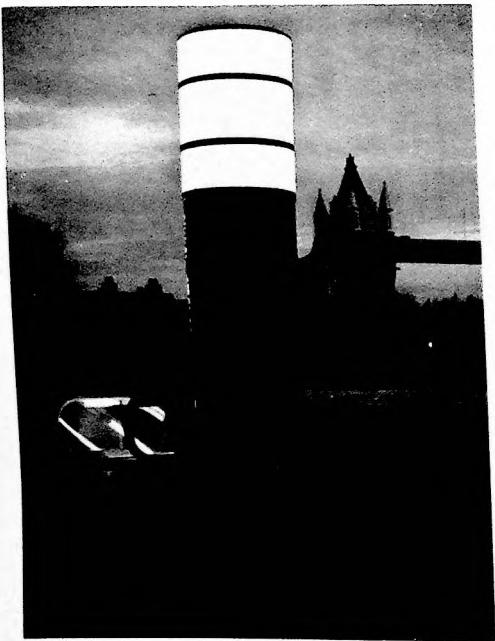
ment (all too often the effect is simply to make them look like their competitors and thereby to blur their identity). It is as necessary, in any spring-clean, to guard existing character as it is to eliminate what is offensive and redesign what is poor of its kind.

The twentieth century has seen a renaissance in printing and typographical design in Britain. There is still, however, much misunderstanding about the use of lettering in relation to buildings. Letter forms lifted from existing typographical alphabets can be useful as general guides to put before traders and



property owners. The letter designed for two-dimensional use in small sizes will rarely be satisfactory, however, in three dimensions and on a much larger scale. It is worthwhile getting the best professional advice available on all lettering matters—your scheme architect will usually welcome a consultant designer for this. (For a street scheme of any size it would be worth asking the Design Council to help you find a designer).

Materials used for fascias and signs play an immense part in the 'feel' of a shopping street. Synthetic materials, unless used with imagination, can easily look cheap—and, after weathering, shoddy. Conversely timber, brass and honest painted lettering will give a sense of quality. A good signwriter is worth his weight



A well-designed illuminated signs unit.

in gold leaf. For very individual treatments—for example for a boutique—your nearest college of art may be able to help.

Multiple stores will occasionally and exceptionally modify their standard fascias to meet the demands of a co-operative scheme. However, remember that they have spent much time and money expressly on building up a 'house style' which you may like or dislike, but the object of which is to be instantly recognisable everywhere.

Projecting signs are sometimes necessary (for example to make known a service—say a barber or dressmaker—at first floor level). There are opportunities here for reviving the traditional type of trade signs—eg the hanging boot for the bootmaker. If an illuminated sign is required, there are one or two simple and well-detailed box signs to be found in the Design Council illustrated list of approved street furniture. Try to ensure that the placing of any projecting sign relates to the basic architectural features of the building.

Illuminated signs and lettering generally may present opportunities for imaginative treatment—in the right places. In Conservation Areas, old squares, riverside walks, parks and gardens, etc. they are best discouraged; emphasis, if necessary, will be better achieved by some form of decorative lighting (flood-lighting, cornice lighting, window lighting etc.). Beware particularly the overall illuminated white background—its glare can be enormously distracting. Larger illuminated display signs are best restricted to theatre, restaurant and night-life areas, and some authorities have formulated precise policies to this end. Bear in mind, as the height of buildings grows, the impact of big high-level display signs reaches ever further at ground level.

Fuller Information

- Appendix I, sections 11, 12, 13 and 14.
- Appendix II, sections 1 and 6.

Outdoor Advertising

Control of advertisements is exercised by Local Planning Authorities through regulations made under the *Town and Country Planning Acts*. The latest comprehensive regulations (the *Town and Country Planning (Control of Advertisements) Regulations 1969*) were made under provisions of the *Town and Country Planning Acts 1962* and 1968 and came into force at the beginning of 1970.

In Scotland the *Town and Country Planning (Control of Advertisements) (Scotland) Regulations, 1961*, were made under provisions of the *Town and Country Planning (Scotland) Act, 1947*. The 1969 Regulations do not apply in Scotland. Local Planning Authorities seek to keep their advertisers' activities within the bounds required by amenity and public safety. The Government sits between them, making, and from time to time amending, the rules of the game. In fact, though extremists have never achieved the ultimate degree of licence or stringency they would like, a quarter of a centruy of control has tidied up the display of advertisements to a point that is the envy of many other countries. A site owner, like London Transport or a local authority developing a new town centre, has the power to dictate from the beginning how and where advertising shall be placed. The advertising industry, on its side, produced its own voluntary 'Clutter Code' which sets standards to be observed in erecting and maintaining advertisements of the classes not specifically controlled by the regulations.

These consist, *first*, of unobtrusive advertisements like those on enclosed land, inside buses or (with certain exceptions) buildings, or which are an integral part of something like a petrol pump—as well as the packaging of goods themselves; they, together with

official things like election notices and traffic signs, are not subject to control at all. Then there is a *second*, much larger, class consisting roughly of advertising material necessary to the carrying on of commercial and social life—names of owners of shops and business premises and descriptions of what they do, functional advertisements of public authorities such as transport notices and timetables, notices of institutions, clubs etc, temporary notices of sales, auctions and the like, and flags. Under the new regulations this class also includes display, up to certain dimensions, on the insides of shop windows or in garage forecourts, and



Continental-type drum, to take 4-sheet posters, from the Design Council's Index of well designed street furniture.



Two examples from a Government publication giving the reasons for permitting or rejecting applications for outdoor advertisements.

Top, this panel, 22½ ft. x 11 ft. was considered out of place and too obtrusive in its non-commercial surroundings; (appeal dismissed).

Above, the Minister considered that these three public information panels (in an Area of Special Control) looked unpleasant and spoilt the appearance of the country public house; (appeal dismissed).

window stickers.¹ This class is 'deemed' to have permission unless or until the Local Planning Authority objects to them or their time limit expires, in which case the Planning Authority can serve a 'discontinuance' notice. In other words this class is innocent until proved guilty.

Serving a discontinuance notice is a streamlining device of the 1969 regulations and replaces a 'challenge' procedure which obliged the advertiser to seek 'express consent' for his display. The new procedure gives him the alternative of appealing to the Secretary of State for the Environment or applying for consent for a modified display. In fact such matters are very often settled by informal discussion between the two sides without the control powers having to be brought into action.

Advertisements which are *not* free of control or do *not* have 'deemed permission' (and this means most poster advertising) have to receive 'express consent'; in other words, they are guilty until proved innocent. The Planning Authority can also define 'areas of special control' (usually, though not necessarily, parks, nature reserves and rural areas) where all but the most harmless, necessary or temporary types of advertising may be disallowed. Over one-third of the area of England, Scotland, and Wales is now subject to special control, and Local Planning Authorities are being encouraged to extend it to most of the open countryside.

In many urban improvement schemes a tidying up of outdoor advertising plays a major part. Very often advertisements and signs, not objectionable in themselves, become so because they are too numerous (out-of-date signs are somehow seldom removed) or are on stands which clutter forecourts and pavements.

In considering the townscape aspects of outdoor advertising, it is not easy to disentangle the principle from the execution. If design standards of the posters and illuminated signs themselves were higher, as well as their framework and setting—a good many objections

¹ See also Shop Fascias page 94.

might well evaporate. It must be remembered that one of the biggest advertisers is HM Government itself (giving up smoking and going to work on an egg), accompanied by the nationalised industries and corporations: that some advertisements, especially obsolete ones like embossed metal railway notices, are charming enough to be collectors' pieces; that many others, if decently arranged, are gay, and that when you get to a country without any, like some in Eastern Europe, you may find the towns seem rather dull. There are sites—for example busy commercial and shopping centres—which will gain by the introduction of advertising of the right sort. In this, the new free-standing 4-sheet poster display units—flat, triangular or drum-shaped and approved by the Design Council—have a real role to play.

Advertising, by its very nature, is ephemeral. The more simply it is presented, therefore, the more likely it is to be acceptable. The blue vermouth advertisement

painted on a flank wall in France (because at any time it can be painted out) is usually less offensive than the pretentious British poster 'station' of the nineteen-fifties and sixties with its crazy paving, rustic dwarf walls, seats that cannot be sat on, and immense bulbous frame round the posters. (See also *Shop Fascias*, page 94).

Fuller Information

Appendix I, sections 1, 12, 13 and 14.

Appendix II, sections 1 and 6.



Hoarding removed and a view opened up in a Civic Trust improvement scheme for Hemel Hempstead High Street.



The use of Volunteer Labour

There is often scope in improvement schemes for volunteer effort in some of the donkey work - heaving, digging, clearing, planting and simple construction.

Students, schoolmasters in the holidays, retired chaps who want to get out of the house, scouts and girl guides: this is your main pool of labour. If need be, there are the tough volunteers of the Conservation Corps who go for things like making mountain paths. In all cases, choice of the right team leader is vital.

The first essential: take on no job that can be done in any other way (consider it too from the point of view of the Unions and the local pool of unemployed). Clearance operations should have a useful purpose and their

effect should be lasting. This sounds elementary, but it is pointless, for example, to clear derelict land that is going to be developed in a few months. Examples of useful site clearances are: removal of eyesores; demolition of old cottages, sheds and outhouses; dredging of ponds and streams; collection and disposal of bulky rubbish; creation of open space, both public or restricted; creation of open or fenced playgrounds - adventure playgrounds for young children can be a great local asset; creation of a garden for old people or a space for a youth club.

Before clearing land or removing eyesores *it is essential to get the owner's permission*. Without it,

Abandoned and derelict cottages, in Co. Durham, demolished by volunteer labour organised by the Civic Trust for the North East



no one has any right on anyone else's land, however derelict or strewn with rubbish it may be. It is also sensible first to get the landowner's assurance that the land will be kept free of other rubbish or eyesores after the work has been done. In general, though not invariably, local authorities are likely to be more co-operative about work on their land (it saves the rates) than private owners.

An amateur labour force is not likely, as a whole, to have very high constructional skills. Simple improvements are therefore more likely to be successful than attempts at sophisticated landscaping, unless these are carried out under the direction of an expert. In most cases it is sensible to get professional advice on the use and layout of the site from, for example, the Council Engineer; Children's Officer or Youth Organiser; and/or a local architect or landscape architect. The sort of task which volunteers can most usefully and

conveniently handle includes:

- levelling ground and gentle contouring (but heavy earth shifting and breaking of concrete foundations may demand machinery); it is a good idea to cultivate a local contractor;
- laying turf or sowing grass seed;
- planting bushes and trees (but get expert advice first);
- simple repair of brickwork, walls, paving, paths and structures;
- laying simple paths or paving small areas;
- putting up simple fences or railings;
- construction of simple seating or play furniture and equipment;
- demolition of old cottages, sheds and outhouses;
- dredging of ponds and streams;
- collection and disposal of bulky rubbish.

These are skills likely to be useful in any home: by



instilling them you may be giving as well as getting.

The following types of job are normally beyond the capacity of volunteers, either because skilled accurate work is essential or there are problems of safety; they can however be done by skilled volunteers, or by semi-skilled ones under professional supervision:

- bricklaying;
- paving large surfaces;
- constructing elaborate seating, play furniture, etc;
- putting up manufactured railings;
- rendering external walls.

Costs can be kept down by simplicity of treatment; by the re-use of material — soil, paving, bricks etc — from the site or elsewhere; by gifts from public-spirited bodies such as the Rotary Club or Chamber of Commerce—in other words, scrounging; by obtaining discount on goods purchased. The fact that it is a voluntary effort undertaken in your own time can unlock even hard hearts. If the land is owned by the Council or other public body, they can reasonably be asked to pay outstanding costs on material and to accept responsibility for maintenance of the site when the work is finished. They may also be willing to meet out of pocket and general expenses such as food and transport — after all a professional clearance job would cost the rates more.

Important. Insurance against Personal Accident and Third Party Risks must be taken out for every volunteer. This can be arranged quite cheaply and need not be tied to one named group of volunteers. Simple first-aid kit should be available, and the team leader should know where to contact the nearest nurse, doctor and hospital. The police should be notified before work starts — they may be needed if a pavement has to be blocked or access secured for a vehicle to bring or remove material from the site.

It is also important to have enough tools, and of the right type, at the place at the right time. They can often be borrowed from the Council. Any small or delicate

tools, like a tape measure or spirit level, should be kept by the leader or other responsible person. Tools should never be left unguarded on the site unless they are in a heavy, strongly-secured tool box. A local builder may be prepared to lend a site hut if one is needed.

Materials too must be available in the right quantity and at the right place. Professional advice may be necessary to determine the quantity of bricks, sand, cement, ballast, grass-seed or turf required for the job. Not only the quantity of material delivered to the site should be checked but the quality too.

On any clearance operation with volunteers, careful and detailed staffwork is essential. Volunteers are very easily discouraged if tools and materials are not available, or the amount of work is badly under-or overestimated. (Constructive work tends to go relatively slowly, destructive work much more quickly!)

Even minor, and comparatively menial, tidying-up of litter with wheelbarrows, spades and a lorry or a Land-Rover can be a valuable part of an improvement scheme. Rubbish heaps, unofficial dumps, abandoned and disintegrated cars; broken walls and decaying fences; discarded clothing and the traditional pots, pans, prams, bikes and bottles that clutter up odd bits of ground and corners of fields — these can all be taken up in an organised spring cleaning sweep.

One last word. Blowing things up — old walls, say — is sometimes necessary; it should never be undertaken without *official EXPERT* guidance and local authority and police permission; it is much easier to make a mess of than one might think. On occasion, a word with the local Officer Commanding has been known to bring out a unit of Sappers for training purposes—but this must obviously depend on the circumstances of the moment.

Fuller Information

Appendix I, section 15.

Appendix II, section 7.

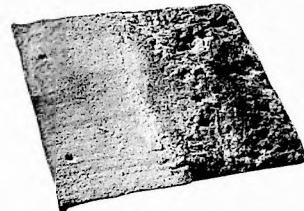
Materials, Components and Decorative Features

Specifying the correct materials or components is of course the job of the architect. To help him he has the huge volumes of *Specification*. In addition he has the assistance of the quantity surveyor, who checks the current prices of the materials and tells him whether what he proposes is practicable within his budget. There may, however, also be times when the Improvement Committee and the architect together wish to find out about the nature, height, performance, or procurability of particular materials. Among the bodies which may be consulted for this purpose are the Brick Development Association, the various Building Centres, the Cement and Concrete Association, the Design Council and the Timber Research and Development Association. For addresses and a fuller list of such organisations, see Appendix II, page 122.

Many performance standards are written into the Codes and Standards of the British Standards Institution, 2 Park Street, London, W1A 2BS. These are so numerous that the most straightforward way of finding out what covers a given subject is by applying to the Institution directly.

Your local builders' merchant is a man to be cultivated, as are your local builders and demolition contractors. All sorts of odd bits and pieces, and quantities surplus to requirements which have been wrongly specified or for one reason or another are available on bargain terms, may be lying about in their yards. So may there be in the local authority's yard, or even in the regional stores of what used to be the Ministry of Public Building and Works, now part of the Department of the Environment.

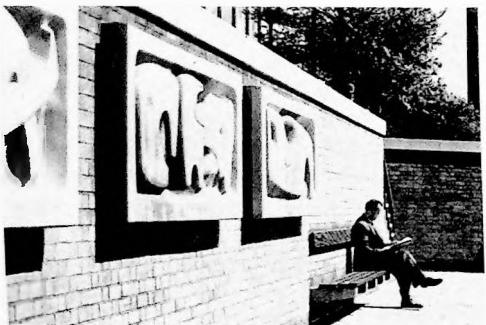
Some local authorities, particularly those of big towns, stockpile the more ornamental items from demolished houses and buildings — balconies, porticos, stone tiles,



Artificial 'stone' tile, now readily available,



Balconies saved by Cheltenham Preservation Society for re-use in the restoration of other old buildings.



Wall sculpture, Kingston-upon-Hull.



Sculptural fountain by Richard Huws initiated by the Liverpool Civic Society.

walls, statues and lanterns. Amenity Societies can, and a number do, do likewise. Such stuff is invaluable for refurbishing other buildings, landscaping parks or gardens, giving an air to reclaimed open space or just providing a feature where a feature is needed. Evidence of what can be created from things no one else wants is to be seen at Portmeirion, much of which Clough Williams Ellis found actually lying about in various parts of Europe.

If you have some money to burn, you have a chance to help young artists, particularly local talent, by buying something of theirs or commissioning it. Here the local arts club, the nearest college of art or the Fine Arts faculty of the nearest university will help. On a more ambitious level, advice can be sought from the Arts Council of Great Britain (105 Piccadilly, London, W1), the Contemporary Art Society (Tate Gallery, Millbank, London, SW1) and the Royal Academy (Burlington House, Piccadilly, London, W1) — only be fairly clear in your mind whether what you want is to be in a 'contemporary' or 'traditional' idiom: whichever you opt for may provoke trouble in the other camp. Most towns, London in particular, have works on display which led to controversy when they first appeared but are now admired — or at least accepted. Apart from sculpture as such, there are many sites which could happily be enlivened by a fountain, a sundial, a pergola, an obelisk or other feature. Thus did our ancestors add grace-notes to the fundamental harmonies of their cities.

Fuller Information

Appendix I, section 3.

Appendix II, section 1.

APPENDICES

(I) Bibliography

Titles are grouped broadly to accord with the particular problems of the previous section. They appear under 15 main headings. Some titles appear in more than one group. Essential reading is indicated by an asterisk.

- | | |
|--|---|
| 1 Legislation and General | 8 Vehicle and Pedestrian and Filling Stations |
| 2 Colour in Exterior Decoration | 9 Abandoned Cars, Bulky Rubbish and Litter |
| 3 Restoration and Urban Conservation | 10 Overhead Wires, Pipes, Cables |
| 4 Housing Improvement and Area Renewal | 11 Street Furniture |
| 5 Stone Cleaning | 12 Street Lighting |
| 6 Landscape, Trees, Rivers, Country Parks, Camping, Playgrounds, Waste Land | 13 Signs and Lettering |
| 7 Footpaths and Rights of Way | 14 Outdoor Advertising |
| | 15 Volunteer Labour |

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6 LANDSCAPE

ACTS

- **Civic Amenities Act 1967**
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- Caravan Sites Act 1968**
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- **Countryside Act 1968**
 HMSO 1968

- * **Countryside (Scotland) Act 1967**
HMSO 1967
 - Forestry Act 1967**
HMSO 1967
 - Industrial Development Act 1966**
HMSO 1966
 - Land Compensation Act 1973**
(provision for amenity planting and landscaping)
HMSO 1973
 - Local Employment Act 1960**
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 - Local Employment Act 1970**
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 - Local Employment Act 1972**
HMSO 1972
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 - National Parks and Access to the Countryside Act 1949**
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 - Town and Country Planning Act 1971**
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- GOVERNMENT CIRCULARS**
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Arboricultural Association c1967
- Hedges and Shelterbelts**
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- * **Report of the Study Group**
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Civic Trust 1966
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 Monks Wood Experimental Station (Nature Conservancy) 1973
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 Southgate Civic Society c1967
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 Institution of Municipal Engineers 1973
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 Lewis Braithwaite
 University of Birmingham, Centre for Urban and Regional Studies 1970
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 P. White
 British Waterways Board 1973

7 FOOTPATHS AND RIGHTS OF WAY

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 HMSO 1965
- Countryside Act 1968**
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- National Parks and Access to the Countryside Act 1949**
 HMSO 1949
- * **Town and Country Planning Act 1971**
 (Sections 209-227)
 HMSO 1971
- REGULATIONS
- Town and Country Planning (Public Path Orders)**
Regulations 1969
 SI 1969 575 HMSO 1969
- GOVERNMENT CIRCULARS
- Commons Registration Act 1965. Circular 2/70**
Ministry of Housing and Local Government
 HMSO 1970
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Regulations 1969. Circular 33/69
Ministry of Housing and Local Government
 HMSO 1969
- OTHERS
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 T. M. Aldridge
Oyer 2nd edition 1967
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Leonard Hill 1967
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 Reginald W. Dale
Institution of Municipal Engineers 1971

Footpaths and Bridleways: a Plea for their Protection

Ramblers' Association 1967

Guide to the Commons Registration Act 1965

Ministry of Land and Natural Resources

HMSO 1966

* **Guide to Definitive Maps of Public Paths**

Mary McArevey

Commons, Open Spaces and Footpaths Preservation Society 1970

Know Your Rights of Way. A Summary of the Law

Chiltern Society 1969

Law of Boundaries and Fences

Vincent Powell-Smith

Butterworth 1967

Outline of the Law Relating to Common Land and Public Access to the Countryside

B. Harris and G. Ryan

Sweet and Maxwell 1967

* **Practical Guide to the Law of Footpaths**

Ian Campbell

Commons, Open Spaces and Footpaths Preservation Society

2nd edition 1972

Report of the Footpaths Committee

(*The Gosling Report*)

Ministry of Housing and Local Government

HMSO 1968

Rights of Way and Access to the Countryside

J. F. Garner

Oyez 2nd edition 1969

8 VEHICLE AND PEDESTRIAN AND FILLING STATIONS

ACTS

* **Heavy Commercial Vehicles (Controls and Regulations)**

Act 1973

HMSO 1973

Highways Act 1959

HMSO 1959

* **Highways Act 1971**

HMSO 1971

Road Safety Act 1967

HMSO 1967

Road Traffic Act 1960

HMSO 1960

Road Traffic Act 1962

HMSO 1962

* **Road Traffic Regulation Act 1967 (as amended by the Transport Act 1968)**

HMSO 1968

* **Town and Country Planning Act 1971**

HMSO 1971

* **Transport Act 1968**

HMSO 1968

REGULATIONS

Parking Places (Transfer of Functions) Order 1967

SI 1967 414 HMSO 1967

Traffic Signs Regulations and General Directions 1964

SI 1964 1857 HMSO 1964

GOVERNMENT CIRCULARS

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Department of the Environment 1972

Building Regulations 1965: Town Centres and Shopping Precincts. Circular 19/69

Ministry of Housing and Local Government
HMSO 1969

* **Bus Operations in Pedestrian Streets. Circular Roads 58/71**

Department of the Environment 1971

Contributions by Developers Towards the Cost of Car Parking Facilities. Circular 54/67

Ministry of Housing and Local Government
HMSO 1967

* **Heavy Lorries. Heavy Commercial Vehicles (Controls and Regulations) Act 1973. Circular 128/73**

Department of the Environment

HMSO 1973

Highways Act 1959: Street Widths for New Streets: Byelaws. Circular 23/67

Ministry of Housing and Local Government
HMSO 1967

Land Compensation Act 1973. A New Approach to the Planning and Design of Roads. Circular Roads 44/73

Department of the Environment 1973

Local Transport Grants. Circular 104/73

HMSO 1973

* **Lorries and the Environment. Circular 57/73**

Department of the Environment

HMSO 1973

Participation in Road Planning. Circular Roads 30/73

Department of the Environment 1973

* **Pedestrianisation. Circular Roads 13/71**

Department of the Environment 1971

Signs and Traffic Regulation Orders for Restrictions on Lorries. Circular Roads 2/74

Department of the Environment 1974

Town and Country Planning Act 1971—Section 212. Circular Roads 35/73

(*Pedestrianisation*)

Department of the Environment 1973

Traffic Management Grants. Circulars Roads 4/67 and 8/68

Ministry of Transport 1967 and 1968

OTHERS

Adapting Streets to Pedestrian Use. Development Plans Technical Advice Notes

Scottish Development Department 1973

Advice to Applicants Seeking Planning Permission: 2: Car Parking; 3: Housing Layout (includes pedestrian areas)

East Suffolk County Council c1967

Better Use of Town Roads

Ministry of Transport

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Car Parking and the Environment. (Protection of the Environment Monograph 2)

John Brierley

Institution of Municipal Engineers 1971

Car Parking for Shoppers

Multiple Shops Federation 1973

Car Parking. Report of the Parking Seminar held in London.

British Parking Association 1968

Car Parks

Civic Trust for the North West 1968

Cars for Cities

(trends in the design of vehicles)

Ministry of Transport

HMSO 1967

Cars in Housing—1. Design Bulletin 10; 2. Design Bulletin 12

Ministry of Housing and Local Government

HMSO 1966 and 1967

Concise Law of Highways

Keith Davies

Estates Gazette 1969

Design for Shopping

Capital and Counties Property Co. Ltd. 1970

Encyclopaedia of Highway Law and Practice

Sweet and Maxwell up-dating

* **Eyesores at Car Service and Filling Stations—the Need for Action**

Cheshire County Council Planning Department in association with the Council for the Protection of Rural England 1973

Foot Streets in Four Cities

A. A. Wood

Norwich County Borough Council 1966

* **Heavy Lorries**

(Report to the Department of the Environment on effects on the environment)

Civic Trust 1970

Landscaping of Roads (Protection of the Environment Monograph 3)

R. W. Rose

Institution of Municipal Engineers 1971

Layout of Roads in Rural Areas

Ministry of Transport

HMSO 1968

Lorries and the World we Live in

Department of the Environment

HMSO 1973

Methods of Charging at Rural Car Parks

Countryside Commission 1969

Motor Traffic in Historic Towns

A. A. Wood

Europa Nostra 1972

Multi-storey Car Parks and Garages

Ü. Klose

Architectural Press 1966

New Housing and Road Traffic Noise: a Design Guide for Architects. Design Bulletin 26

Department of the Environment

HMSO 1972

Norwich: the Creation of a Foot Street

(London Street)

Norwich City Council 1969

Offences Relating to Motor Vehicles

Home Office

HMSO annually

Parking and Garaging in General Improvement Areas.

Area Improvement Note 7

Department of the Environment

HMSO 1973

Parking in Town Centres. Planning Bulletin 7

Ministry of Housing and Local Government and

Ministry of Transport

HMSO 1965

Participation in Road Planning

Department of the Environment 1973

Paying for Parking. Hobart paper 33

G. J. Roth

Institute of Economic Affairs 1965

Pedestrian Precincts. (Protection of the Environment Monograph 15)

R. K. Binks

Institution of Municipal Engineers 1973

Pedestrian Safety

Department of the Environment

HMSO 1973

Pedestrianised Shopping Streets in Europe.

A Comparative Study

John G. Gray

Pedestrians' Association, Edinburgh Branch 1965

Pedestrianised Streets. GLC Study Tour of Europe and America

Greater London Council 1973

Permanent Solution to the Parking Problem

Hoist and Co. Ltd. 1969

Petrol Stations and Motels: Development Control Policy Note 9

Ministry of Housing and Local Government

HMSO 1969

Planning and the Shopkeeper

(parking and pedestrianisation problems)

Gillian Pain

Barrie and Rockliff 1967

Policy Towards the Creation of Vehicle-free Areas in Cities

Organisation for Economic Co-operation and Development

Information Directorate 1972

Public Inquiries into Road Proposals. What You Will Need to Know

Department of the Environment 1973

Roads in Urban Areas

Ministry of Transport

HMSO 1966

Selected Planning Appeals 2nd Series, Vol. 1, Section 5**Vol. 2, Section 8: Petrol Filling Stations***Ministry of Housing and Local Government*

HMSO 1959-1960

Streets for People

B. Rudofsky

Doubleday 1969

**Town Centres: Approach to Renewal, Planning Bulletin 1
(pedestrian areas)***Ministry of Housing and Local Government and**Ministry of Transport*

HMSO 1962

**Traffic Engineering as an Aid to the Protection and
Improvement of the Environment. (Protection of the
Environment Monograph 18)**

J. W. Radcliffe

Institution of Municipal Engineers 1973

Traffic in Towns*(the Buchanan Report)**Ministry of Transport*

HMSO 1963

Traffic Management and Parking*Department of the Environment*

HMSO up-dating

Traffic Signs 1963*(the Worboys Report)**Ministry of Transport*

HMSO 1963

**Transit Stops on Main Traffic Routes. (Protection of the
Environment Monograph 4)**

C. R. Chadwick

Institution of Municipal Engineers 1971

**Urban Traffic Engineering Techniques
(detailed advice on setting up traffic surveys)***Ministry of Transport*

HMSO 1965

Valuation and Development of Petrol Filling Stations

J. R. E. Sedgwick

Estates Gazette 1969

9 ABANDONED CARS, BULKY RUBBISH AND LITTER**ACTS**

- * **Civic Amenities Act 1967**
(Part III)

HMSO 1967

- * **Dangerous Litter Act 1971**

HMSO 1971

- * **Litter Act 1958**

HMSO 1958

- * **Road Traffic Regulation Act 1967** (as amended by the
Transport Act 1968)

HMSO 1968

REGULATIONS

- Removal and Disposal of Vehicles (Alteration of
Enactments) Order 1967**
SI 1967 1900 HMSO 1967
- Removal and Disposal of Vehicles Regulations**
SI 1968 43 HMSO 1968

GOVERNMENT CIRCULARS

- Civic Amenities Act 1967 Part III: Disposal of Abandoned
Vehicles and Other Refuse. Circular 55/67**
*Ministry of Housing and Local Government and Ministry of
Transport*
HMSO 1967

- * **Civic Amenities Act 1967: Removal, Storage and Disposal
of Motor Vehicles. Circular Roads 5/68**
Ministry of Transport 1968

- * **Dangerous Litter Act 1971: Circular 42/71**
Department of the Environment
HMSO 1971

- * **Litter Act 1958. Circular 44/58**
Ministry of Housing and Local Government
HMSO 1958

OTHERS

- * **Civic Amenities Act 1967**
(guide)

Civic Trust 1967

- * **Disposal of Unwanted Vehicles and Bulky Rubbish**
Civic Trust 1967

- Keeping Britain Tidy. A Community Guide to Litter
Prevention**

Keep Britain Tidy Group 1973

- Report of a Conference on Litter**

Keep Britain Tidy Group 1967

10 OVERHEAD WIRES, PIPES AND CABLES**ACTS**

- Electricity Act 1957**

HMSO 1957

- Gas Act 1948**

HMSO 1948

- Gas Act 1965**

(wayleaves)

HMSO 1965

- Pipe-lines Act 1962**

HMSO 1962

GOVERNMENT CIRCULARS

- Pipe-lines Act 1962. Circular 42/73**

Department of the Environment

HMSO 1973

- Planning Control of Radio Masts. Circular 29/68**
Ministry of Housing and Local Government

HMSO 1968

BRITISH STANDARD

Standard Code of Practice for the installation of Pipe-lines in Land
CP 2010. 1966

OTHERS

Architecture of Power

Central Electricity Generating Board 1963

Effect of Public Utility Works upon the Environment

G Ashworth

Civic Trust 1966

Electricity and the Land

(wayleaves)

E J Turner

Central Electricity Generating Board 1962

Electricity Installations and the Landscape

Council for the Protection of Rural England 1971

Electricity Supply and the Environment

Arthur Hawkins

Central Electricity Generating Board 1973

Landscape of Power

Sylvia Crowe

Architectural Press 1958

Network for the Nation

(wayleaves, design of pylons, etc.)

G B Jackson

Central Electricity generating Board 1961

Pattern of Power

(wayleaves)

Central Electricity Generating Board 1960

Pipe-lines in your Land

National Farmers Union 1967

Pipes, Mains, Cables and Sewers

H W Wilkinson

Oyer 1967

Power Production and Transmission in the Countryside: Preserving Amenities

Hinton and Holford

Royal Society of Arts 1959

Rediffusion: a Story of Achievement

Rediffusion Group of Companies c1965

Tomorrow's Landscape

Sylvia Crowe

Architectural Press 1956

*** Wires, Pipes, Pylons**

Country Landowners' Association. 2nd edition 1968

11 STREET FURNITURE

ACTS

Road Traffic Regulation Act 1967 (as amended by the Transport Act 1968)
HMSO 1968

Transport Act 1968

(*bollards*)

HMSO 1968

GOVERNMENT CIRCULARS

Street Name Plates and the Numbering of Premises.

Circular Roads 12/72

Department of the Environment 1972

BRITISH STANDARDS

Fences

BS 1722: 1963/5

Internally Illuminated Bollards

BS 873 Part 3 1971

Specification for Litter Bins

BS 4324: 1968

OTHERS

Concrete in the Urban Landscape

N Franck

Cement and Concrete Association 1973

*** Design and Detail of the Space Between Buildings**

E Beazley

Architectural Press 1960

Design Memorandum on the Use of Fences

Central Electricity Generating Board 1965

Fixed Equipment of the Farm Leaflet 6. Permanent Farm Fences

Ministry of Agriculture

HMSO 1969

Information Sheets: Tree Grilles, etc.

Institute of Landscape Architects irr.

Litter Bins. Management and Design Notes 2

Countryside Commission 1973

*** Street Furniture Catalogue**

Design Council biennially

Which Do You Like?

Worcestershire Branch CPRE 1965

12 STREET LIGHTING

ACTS

Local Government Act 1966

(*Section on lighting of streets*)

HMSO 1966

GOVERNMENT CIRCULARS

Consolidation of Highway Grant Rules.

Circular Roads 9/68

(*lighting grants*)

Ministry of Transport 1968

*** Road Lighting and the Environment. Circular Roads 33/72**

Department of the Environment 1972

BRITISH STANDARDS

BS Code of Practice CP 1004

Part 1 : General Principles (draft revision 1961) 1952

Part 2 : Lighting for Traffic Routes 1956

Part 3 : Lighting for Group B Roads 1969

Part 4 : Lighting for Single Level Road Junctions 1969

Part 9 : Lighting for Town and City Centres and Areas of Civic Importance 1969

OTHERS

Concise Law of Highways

(*lighting grants*)

Keith Davies

Estates Gazette 1969

Floodlighting of Buildings. Technical Report no. 6

Illuminating Engineering Society 1964

Suiting Street Lighting to the Setting

M. Middleton and P. Whitworth

Civic Trust 1965

13 SIGNS AND LETTERING

ACTS

Road Traffic Regulation Act 1967 (as amended by the Transport Act 1968)

(*Section on signs*)

HMSO 1968

Transport Act 1968

(*traffic signs section*)

HMSO 1968

REGULATIONS

Traffic Signs Regulations and General Directions 1964

SI 1964 1857 HMSO 1964

Traffic Signs (Speed Limits) (Amendment) Regulations 1967

SI 1967 994 HMSO 1967

Traffic Signs (Speed Limits) Regulations and General Directions 1967

SI 1967 1890 HMSO 1967

Traffic Signs (Speed Limits) Regulations and General Directions 1969

SI 1969 1487 HMSO 1969

GOVERNMENT CIRCULARS

Signs and Traffic Regulation Orders for Restrictions on Lanes. Circular Roads 2/74

Department of the Environment 1974

Street Name Plates and Numbering of Premises.

Circular Roads 12/72

Department of the Environment 1972

Traffic Signs. Circular R190

Scottish Development Department 1968

* Traffic Signs. Circular Roads 31/68 (smaller than allowed by Worboys Report)

Ministry of Transport 1968

Traffic Signs. Circular Roads 31/73

Department of the Environment 1973

BRITISH STANDARD

Specification for the Construction of Road Traffic Signs

Part 2. Miscellaneous Signs

BS 837 Part 2 : 1973

OTHERS

Appraisal of the Design of Tower Silos in the Landscape

(*section on owners signs*)

Council of Industrial Design (now Design Council) Advisory

Panel on Farm Buildings 1968

Code of Practice Concerning Illuminated Sign Installations

Master Sign Makers' Association 1960

Code of Standards

(the 'Clutter' Code)

Consultative Committee on the Code of Standards for Advertising on Business Premises c1958

Lettering for Architects and Designers

Milner Gray and Ronald Armstrong

Batsford 1962

* Lettering on Buildings

N. Gray

Architectural Press 1960

Pageant or Penumbra?

(*the opportunity for imaginative design for illuminated signs*)

Electrical Sign Manufacturers' Association nd

Plan or Ban?

Electrical Sign Manufacturers' Association 1967

Planning and Posters: Report 3

Poster Advisory Planning Council 1965

Planning Control of Signs and Posters

Ministry of Housing and Local Government

HMSO 1966

Posters Look to the Future

J. W. R. Adams

Poster Advisory Planning Council 1965

Shop Front

Civic Trust 1963

Sign Makers' and Suppliers' Year Book and Directory

Master Sign Makers' Association annually

Sign Systems Manual

Crosby/Fletcher/Forbes

Studio Vista 1970

Symbols for Countryside Recreation. A Guide to

Symbols for Use in the Countryside . . . CCP 67

Countryside Commission and Countryside Commission for Scotland 1973

* Traffic Sign Manual

Department of the Environment

HMSO up-dating

* Traffic Signs 1963

(The Worboys Report)

Ministry of Transport

HMSO 1963

Waymarking Practice for Smaller Paths

Chiltern Society 1969

14 OUTDOOR ADVERTISING

ACTS

Local Government Act 1972
HMSO 1972

* **Town and Country Planning Act 1971**
HMSO 1971

REGULATIONS

* **Town and Country Planning (Control of Advertisements) Regulations 1969**
(relates also to window stickers)
SI 1969 1532 HMSO 1969

* **Town and Country Planning (Control of Advertisements) (Amendment) Regulations 1972**
SI 1972 489 HMSO 1972

* **Town and Country Planning (Control of Advertisements) (Amendment) Regulations 1974**
SI 1974 185 HMSO 1974

GOVERNMENT CIRCULARS

Local Government Act 1972. Town and Country Planning (Control of Advertisements) (Amendment) Regulations 1974. Circular 10/74
Department of the Environment
HMSO 1974

* **Town and Country Planning (Control of Advertisements) Regulations 1969. Circular 96/69**
Ministry of Housing and Local Government
HMSO 1969

* **Town and Country Planning (Control of Advertisements) (Amendment) Regulations 1972. Circular 35/72**
Department of the Environment
HMSO 1972

OTHERS

Brightness of Illuminated Advertisements. APLE Technical Report no. 5
Association of Public Lighting Engineers 1973

Code of Practice Concerning Illuminated Sign Installations
Master Sign Makers' Association 1960

Code of Standards (the 'Clutter Code')
Consultative Committee on the Code of Standards for Advertising on Business Premises c1958

Pageant or Penumbra?
Electrical Sign Manufacturers' Association nd
Plan or ban?

Electrical Sign Manufacturers' Association 1967
Planning and Posters: Report 3
Poster Advisory Planning Council 1965

Planning Control of Signs and Posters
Ministry of Housing and Local Government
HMSO 1966

Poster Advertising: a Development
David Allen & Sons Ltd. et al nd.
Posters and the Environment
London and Provincial Poster Group 1972

Posters Look to the Future

J W R Adams
Poster Advisory Planning Council 1965

Selected Planning Appeals 2nd Series, Vols. 1-5, Section 10, 1959-1963: Advertisements
Ministry of Housing and Local Government
HMSO 1963

Shop Front
Civic Trust 1963

15 VOLUNTEER LABOUR

Danger! This Service is Alive!

Young Volunteer Force Foundation c1968

Do Something! A Guide to Self-help Organisations
Betty Jerman
Garnstone Press 1971

Eyescare

Civic Trust 1967

50 Million Volunteers. A Report on the Role of Voluntary Organisations and Youth in the Environment
Department of the Environment

HMSO 1972

Keeping Britain Tidy. A Community Guide to Litter Prevention

Keep Britain Tidy Group 1973

Law Relating to Charities

D. G. Cracknell

Oyez 1973

Local Amenity Societies and Local Government

Arthur Percival

Civic Trust 1968

Military Aid to the Civil Community

Ministry of Defence 1968

1,000,000 Volunteers

Arthur Gillette

Penguin Books 1968

Plan of Action: an Information and Advisory Unit

Young Volunteer Force Foundation 1970

Planning for People

M. Broady

National Council of Social Service 1968

Societies in the 70s

Arthur Percival

Civic Trust for the North West 1971

Voluntary Social Services. Directory of Organisations and Handbook of Information

National Council of Social Service new edition 1973

Young People Today

National Council of Social Service 1965

Youth and Community in the 70s

Youth Service Development Council

HMSO 1969

* **Youth Enterprise Handbook: Environmental Improvement through Voluntary Work**

Civic Trust for the North East 1972

(ii) Useful Addresses

Organisations are grouped under 7 main headings.

1 GENERAL

Department of the Environment

2 Marsham Street, London SW1P 3EB

Scottish Development Department

St. Andrew's House, Edinburgh EH1 3DD

Welsh Office

Cathays Park, Cardiff, South Glamorgan CF1 3NQ

Association for the Protection of Rural Scotland

20 Falkland Avenue, Newton Mearns, Renfrewshire G77 5DR

Brick Development Association

3 Bedford Row, London WC1R 4BU

British Standards Institution

2 Park Street, London W1A 2BS

British Stone Federation

37 Soho Square, London W1

British Tourist Authority

Queens House, 64 St. James's Street, London SW1A 1NF

Building Centre

26 Store Street, London WC1E 7BT

Building Research Establishment

Garston, Watford, Herts WD2 7JR

Cement and Concrete Association

52 Grosvenor Gardens, London SW1W 0AQ

Centre for Environmental Studies

5 Cambridge Terrace, Regent's Park, London NW1 4JL

Clean Air Council

Department of the Environment,

Queen Anne's Chambers, 28 Broadway, London SW1

Committee for Environmental Conservation

4 Hobart Place, London SW1W 0HY

Council for the Protection of Rural England

4 Hobart Place, London SW1W 0HY

Council for the Protection of Rural Wales

Meifod, Powys

Country Landowners' Association

7 Swallow Street, London W1R 8EN

Dartington Amenity Research Trust

Shinners Bridge, Dartington, Totnes, Devon TQ9 6JE

Design and Industries Association

Nash House, 12 Carlton House Terrace, London SW1Y 5AL

Electricity Council

30 Millbank, London SW1P 4RD

English Tourist Board

4 Grosvenor Gardens, London SW1W 0DU

Environmental Consortium

10/11 Great Newport Street, London WC2H 7JA

Friends of the Earth Limited

9 Poland Street, London W1V 3DG

Gas Council

59 Bryanston Street, London SW1

Housing Centre Trust

13 Suffolk Street, Haymarket, London SW1Y 4HG

Keep Britain Tidy Group

First Floor, Circus House, New England Road, Brighton BN1 4GW

Location of Offices Bureau

Lonsdale Chambers, 27 Chancery Lane, London WC2A 1NS

Ministry of Agriculture, Fisheries and Food

Whitehall Place, London SW1

Multiple Shops Federation

Commonwealth House, 1-19 New Oxford Street, London

WC1A 1PA

National Association of Shopfitters

Lennig House, Mason's Avenue, Croydon CR9 3LL

National Federation of Housing Societies

86 Strand, London WC2R 0EG

National Trust

42 Queen Anne's Gate, London SW1H 9AS

National Trust for Scotland

5 Charlotte Square, Edinburgh EH2 4DU

Natural Environment Research Council

Alhambra House, 27-33 Charing Cross Road, London

WC2H 0AX

Noise Abatement Society

6/8 Old Bond Street, London W1

Ordnance Survey

Romsey Road, Maybush, Southampton, Hampshire SO9 4DH

Prince of Wales' Committee

15 Wellfield Court, Bangor, Gwynedd

Royal Commission on Environmental Pollution

Church House, Great Smith Street, London SW1P 3BL

Royal Fine Art Commission

2 Carlton Gardens, London SW1Y 5AA

Royal Fine Art Commission for Scotland

22 Melville Street, Edinburgh EH3 7NS

Royal Institute of British Architects

66 Portland Place, London W1N 4AD

Royal Institute of Public Health and Hygiene

28 Portland Place, London W1N 4DE

Royal Institution of Chartered Surveyors

12 Great George Street, London SW1P 3AD

Royal Society of Arts
6-8 John Adam Street, Adelphi, London WC2N 6EZ
Royal Town Planning Institute
26 Portland Place, W1N 4BE
Sand and Gravel Association
48 Park Street, London W1Y 4HE
Scottish Tourist Board
2 Rutland Place, West End, Edinburgh EH1 2YU
Society of Industrial Artists and Designers
12 Carlton House Terrace, London SW1
Sports Council
26 Park Crescent, London W1N 4AJ
Timber Research and Development Association
Hughenden Valley, High Wycombe, Bucks
Town and Country Planning Association
17 Carlton House Terrace, London SW1Y 5AS
Wales Tourist Board
Welcome House, High Street, Llandaff, Cardiff, South Glamorgan CF5 2YZ

2 RESTORATION AND URBAN CONSERVATION

Advisory Board for Redundant Churches
Fielden House, Little College Street, London SW1P 3SH
Ancient Monuments Secretariat
Department of the Environment, 25 Savile Row, London W1X 2BT
Ancient Monuments Society
33 Ladbrooke Square, London W11 3NB
Conference for Training Architects in Conservation
c/o 19 West Eaton Place, Eaton Square, London SW1
Council for British Archaeology
8 St Andrew's Place, Regent's Park, London NW1 4LB
Council for Places of Worship
83 London Wall, London EC2M 5NA
Friends of Friendless Churches
12 Edwardes Square, London W8
Georgian Group
2 Chester Street, London SW1
Historic Buildings (Listing, Preservation and Grants)
Department of the Environment, 25 Savile Row, London W1X 2BT
Historic Buildings Bureau
Department of the Environment, 25 Savile Row, London W1X 2BT
Historic Buildings Council (England)
25 Savile Row, London W1X 2BT
Historic Buildings Council (Scotland)
Argyle House, Lady Lawson Street, Edinburgh EH3 9SF
Historic Buildings Council (Wales)
St. David's House, Wood Street, Cardiff, South Glamorgan CF1 1PQ
Historic Churches Preservation Trust
Fulham Palace, London SW6
National Association of Almshouses
Billingbear Lodge, Wokingham, Berkshire RG11 5RU
National Heritage (Museums)
202 Great Suffolk Street, London SE1 1PR

National Monuments Record (England)
Fortress House, Savile Row, London W1X 1AB
National Monuments Record (Scotland)
52-54 Melville Street, Edinburgh EH3 7HF
National Monuments Record (Wales)
Edleston House, Queens Road, Aberystwyth, Dyfed SY23 2HP
Pilgrim Trust
Fielden House, Little College Street, London SW1P 3SH
Redundant Churches Fund
St. Andrew-by-the-Wardrobe, Queen Victoria Street, London EC4V 5DE
Rescue: a Trust for British Archaeology
Rutland House, 26a The Tything, Worcester
Royal Commission on Ancient and Historical Monuments of Scotland
52-54 Melville Street, Edinburgh EH3 7HF
Royal Commission on Ancient and Historical Monuments (Wales and Monmouthshire)
Edleston House, Queen's Road, Aberystwyth, Dyfed SY23 2HP
Royal Commission on Historical Monuments (England)
Fortress House, Savile Row, London W1X 1AB
Saltire Society
Gladstone's Land, 483 Lawnmarket, Edinburgh 1
Scottish Georgian Society
39 Castle Street, Edinburgh EH2 3BH
Society for the Protection of Ancient Buildings
55 Great Ormond Street, London WC1N 3JA
Victorian Society
29 Exhibition Road, London SW7

3 LANDSCAPE

Agricultural Association
59 Blythwood Gardens, Stansted, Essex
Association of British Tree Surgeons and Arborists
11 Wings Road, Upper Hale, Farnham, Surrey
Association of Tree Transplanters
91a High Street, Great Missenden, Bucks.
British Waterways Board
Melbury House, Melbury Terrace, London NW1 6JX
Central Council for Rivers Protection
Fishmongers' Hall, London EC4R 9EL
Council for Nature
Zoological Gardens, Regent's Park, London NW1 4RY
Countryside Commission
1 Cambridge Gate, Regent's Park, London NW1 4JY
Countryside Commission for Scotland
Battley, Redgorton, Perth
Field Studies Council
9 Devereux Court, Strand, London WC2R 3JR
Forestry Commission
25 Savile Row, London W1Z 2AY
Inland Waterways Association
114 Regent's Park Road, London NW1 8UQ
Institute of Landscape Architects
12 Carlton House Terrace, London SW1Y 5AH

Institute of Park and Recreation Administration

Lower Basildon, Reading, Berkshire RG8 9NE

Men of the Trees

Crawley Down, Crawley, West Sussex

Metropolitan Public Gardens Association

4 Carlos Place, London W1Y 5AE

National Playing Fields Association

57b Catherine Place, London SW1E 6EY

Nature Conservancy

19 Belgrave Square, London SW1X 8PY

Scottish Field Studies Association Limited

Forelands, 18 Markegate, Crieff, Fife KY10 3TL

Water Pollution Research Laboratory

Department of the Environment, Elder Way, Stevenage, Herts.

Water Resources Board

Reading Bridge House, Reading, Berkshire

4 FOOTPATHS, RIGHTS OF WAY, CAMPING

Camping Club of Great Britain and Ireland

11 Lower Grosvenor Place, London SW1W 0EY

Caravan Club

65 South Molton Street, London W1Y 2AB

Commons, Open Spaces and Footpaths Preservation Society

Suite 4, 166 Shaftesbury Avenue, London WC2H 8JH

Ramblers' Association

1/4 Crawford Mews, London W1H 1PT

Scottish Rights of Way Society

32 Rutland Square, Edinburgh EH1 2BZ

Youth Hostels Association

8 St Stephen's Hill, St Albans, Herts.

5 TRANSPORT, VEHICLES AND PEDESTRIAN

British Parking Association

77/81 Scrubs Lane, London NW10 6SH

British Railways Board

222 Marylebone Road, London NW1 6JJ

British Road Federation

26 Manchester Square, London W1M 5RF

National Council on Inland Transport

396 City Road, London EC1V 2OA

Pedestrians' Association for Road Safety

166 Shaftesbury Avenue, London WC2H 8JH

Royal Society for the Prevention of Accidents

Terminal House, 52 Grosvenor Gardens, London SW1

Transport and Road Research Laboratory

Crowthorne, Berkshire RG11 6AU

6 STREET FURNITURE AND STREET LIGHTING

Association of Public Lighting Engineers

28 Buckingham Court, 78 Buckingham Gate, London SW1E 6PF

Design Council

28 Haymarket, London SW1Y 4SU

Illuminating Engineering Society

York House, Westminster Bridge Road, London SE1

7 VOLUNTEER LABOUR

British Trust for Conservation Volunteers

Zoological Gardens, Regent's Park, London NW1 4RY

Community Service Volunteers

237 Pentonville Road, London N1 9NJ

Council for Wales of Voluntary Youth Service

2 Cathedral Road, Cardiff, South Glamorgan

Duke of Edinburgh's Award Scheme

2 Old Queen Street, London SW1

Enterprise Youth

29 Queen Street, Edinburgh EH2 1JX

International Voluntary Service

91 High Street, London NW10 4NU

Keep Britain Tidy Group

First Floor, Circus House, New England Road, Brighton BN1 4GW

National Council for Voluntary Youth Services

26 Bedford Square, London WC1B 3HU

National Council of Social Service

26 Bedford Square, London WC1B 3HU

Scottish Council of Social Service

18/19 Claremont Crescent, Edinburgh EH7 4HX

Scottish Standing Conference of Voluntary Youth Organisations

8 Palmerston Place, Edinburgh EH12 5AA

Standing Conference of Youth Organisations in Northern Ireland

40 Academy Street, Belfast BT1 2NQ

Young Volunteer Force Foundation

7 Leonard Street, London EC2

(III) Model Letters and Questionnaires

DRAFT OF LETTER TO INDIVIDUAL OWNERS

Improvement Scheme

The proposed Scheme is for the Improvement of Street from to which has been selected as the area (reasons for choice). It includes properties, with a total frontage of feet properties are owned by multiple firms, banks and breweries, and the head offices of these companies will be approached after it is known whether the majority of individual traders wish to take part in the project. The Council has agreed to (indicate the nature of works to be undertaken), and will give consideration to (state any further possible improvements).

The promoters of this Scheme (eg Council and Chamber of Commerce/Trade/etc. and the Society, assisted by County Council) would be grateful if you would be good enough to furnish your answers to the questions set out below and endeavour to return this form completed to the Clerk of the Council at (address). (alternatively, to the Secretary of the Joint Committee/Secretary of the Chamber of Commerce/Secretary of the Society) before (date).

The Scheme will be administered by a Joint Committee consisting of representatives of the Council, the Chamber of Commerce/etc. and the County Council. The Committee will engage an architect to co-ordinate the Scheme. The fee of the Co-ordinating Architect will be met by the Joint Committee. Fees for detailed work to individual properties will be met by the owner/occupier concerned, and will be based on X% of the cost of the work, AND/OR all participants in the Scheme will be asked to contribute a sum of £ (or £ per foot run of frontage) towards the expenses to be met by the Committee. The District/County Council has agreed to contribute £ towards the Co-ordinating Architect's fee.

MODEL QUESTIONNAIRE TO INDIVIDUAL OWNERS

NAME OF FIRM

ADDRESS

TELEPHONE NUMBER

NAME OF MANAGER

1 Are you in favour of the Scheme and are you prepared, in principle, to give it your support ?

.....

2 Do you agree that the Scheme shall include recommendations affecting the property owned/occupied by you with a view to improving its general appearance ?

.....

3 Are you prepared to carry out and complete the work upon your premises by (date) ?

4 If you are in leasehold premises, will you consult your landlord and obtain his approval (where necessary) to your participation in the Scheme ?

.....

5 Have you any plans yourself for making changes to your premises before the above completion date ?

.....

6 If so, would you be prepared to discuss them with the Co-ordinating Architect with a view to your plans being considered in relation to the overall design ?

.....

7 Have you any preference for a particular builder or decorator for carrying out work on your premises ?

.....

8 Do you agree to the payment of £ towards the preparation of a co-ordinated scheme for the whole street ?

.....

AND/OR Do you agree to pay X% on the cost of work, towards the fee of the architect to be appointed ?

.....

SIGNED

DATE

DRAFT LETTER TO HEAD OFFICES OF MULTIPLE FIRMS, BANKS AND BREWERIES

..... **Improvement Scheme**

The proposed Scheme is for the improvement of Street from to This has been selected as the area in the town which (reason for choice of particular area). It includes properties, with a frontage of feet; properties are owner/occupied or let to individual traders; properties are owned by multiples, banks or breweries. Of the former, have already agreed to co-operate and it is anticipated that more will give their support. Only have refused categorically to join in the Scheme. The Council has agreed to (indicate the nature of works to be undertaken), and will give consideration to (state any further possible improvements).

The promoters of this Scheme (eg Council and Chamber of Commerce/Trade/etc and the Society, assisted by County Council) would be grateful if you would be good enough to furnish your answers to the questions set out below and endeavour to return this form completed to the Clerk of the Council at (address), (alternatively, to the Secretary of the Joint Committee/Secretary of the Chamber of Commerce/Secretary of the Society) before (date).

The Scheme will be administered by a Joint Committee consisting of representatives of the Council, the Chamber of Commerce/etc and County Council. The Committee will engage an architect to co-ordinate the Scheme. The fee of the Co-ordinating Architect will be met by the Joint Committee. It is understood that, where a Company has its own architect's or estates department, it will not be asked to pay a percentage of the value of the work executed to the appointed Co-ordinating Architect, but is invited to contribute a token payment towards the cost of the Scheme as a whole. The District/County Council has agreed to contribute £ towards the Co-ordinating Architect's fee.

MODEL QUESTIONNAIRE TO MULTIPLE FIRMS

NAME OF FIRM

ADDRESS

TELEPHONE NUMBER

MANAGER OR LICENSEE

1 Is your Company in favour of the Scheme and prepared, in principle, to give its support?

.....
2 Do you agree that the Scheme shall include recommendations affecting the property owned by the Company, with a view to improving its general appearance? It is understood that due respect will be paid wherever possible, to a well established and nationally recognised house style.

.....
3 Are you prepared to carry out and complete the work upon the premises by (date)?
When were they last decorated/or when will they become due for redecoration?

.....
4 If you have a Company architect or estates manager.
(a) Please furnish the name and address;

.....
(b) Are you agreeable to his consulting with and working in co-operation with the Co-ordinating Architect?

.....
5 Are any plans already in hand for alterations to the premises before the above proposed completion date?

.....
6 If so, would you be prepared to discuss them with the Co-ordinating Architect with a view to your plans being considered in relation to the overall design?

.....
7 Would your Company be prepared to contribute a token of £ towards the administration of the Co-ordinated Scheme?

SIGNED DATE

ON BEHALF OF

ADDRESS OF HEAD OFFICE

(IV) Assistance from the Civic Trust

The Trust will gladly advise, in general terms, those wishing to undertake environmental improvements of any kind. The growth in the number of such projects, however, has been such that the Trust cannot today normally be concerned directly with their detailed planning or implementation. Nor is it generally possible for London-based staff to address local meetings.

A wealth of information on such schemes nonetheless exists in the Trust's files for consultation by prior arrangement. The Library at 17 Carlton House Terrace contains all relevant books, periodicals and official publications; an unrivalled collection of photographs and slides; many appraisals and reports by local authorities and local amenity groups; and full details of schemes which have received Civic Trust Awards and which provide a useful indication of work done to a high standard of excellence by particular architectural and other design practices.

Visitors wishing to use the Library are strongly urged, in their own interest, to telephone before coming—if indeed their visit has not been arranged previously. Personal use of the Library is free but a charge will be made for searches, preparation of bibliographies, selection of slides, and so on, by the Librarian. Visual material may be borrowed. all other material is for reference only.

Many of the Trust's own publications, and several of its films, will be found particularly relevant to one or other aspect of environmental improvement. These are listed in 'Publications and Visual Aids from the Civic Trust', available free on request from one of the addresses below.

CIVIC TRUST, 17 Carlton House Terrace, London SW1Y 5AW (Tel: 01-930 0914)

In addition to the services available from the Trust in London, advice may be had from the four Associate Trusts, as follows:

CIVIC TRUST FOR THE NORTH WEST
56 Oxford Street, Manchester M1 6EU (Tel: 061-236 7464)

CIVIC TRUST FOR THE NORTH EAST
34/35 Saddler Street, Durham (Tel: 0385 61182)

SCOTTISH CIVIC TRUST
24 George Square, Glasgow G2 1EF (Tel: 031-221 1466)

CIVIC TRUST FOR WALES
Welcome House, Llandaff, Cardiff, South Glamorgan CF5 2YZ (Tel: 0222 56770)





What this book is about

This book sets out ways and means of improving the appearance of our surroundings.

In most towns and villages in Britain our surroundings could be improved *now*. They will need our continuing attention even more as pressures on the environment increase (as they are going to do).

Population, the demand for housing, the volume of traffic and services of all kinds will continue to grow and spread. Time is not on our side. Fully to restore the damage done by the Industrial Revolution and the thoughtless, unfettered sprawl of subsequent years will need a long-term strategy for the country as a whole that only Government can initiate. But much can be done in the short-term, locally and at a relatively small cost, by energetic Councils and by people public-spirited enough to take the trouble. This book aims to guide them past the main pitfalls and save them valuable time by arming them with a check list of the essential information required in organising any operation of this kind.